

**COUNTY OF SAN MATEO  
PLANNING AND BUILDING DEPARTMENT**

**DATE:** August 9, 2017

**TO:** Planning Commission

**FROM:** Planning Staff

**SUBJECT:** EXECUTIVE SUMMARY: Consideration of a Non-Conforming Use Permit and adoption of a Mitigated Negative Declaration to expand the existing Synapse School facility, located at 3375 Edison Way, into the existing neighboring buildings at 3355, 3345, and 3425 Edison Way in the unincorporated area of North Fair Oaks. The Non-Conforming Use Permit includes the request for an off-street parking exception to reduce the number of required on-site parking spaces from 144 spaces to 128 spaces.

County File Number: PLN 2014-00295 (Synapse School)

**PROPOSAL**

The applicant is seeking a Non-Conforming Use Permit to expand the existing Synapse School facility located at 3375 Edison Way into the existing neighboring buildings at 3355, 3345, and 3425 Edison Way in the unincorporated area of North Fair Oaks. The project includes the request for an off-street parking exception as part of the Non-Conforming Use Permit to reduce the number of required on-site parking spaces from 144 spaces to 128 spaces. Student capacity will increase from the current enrollment of 219 students to 260 students. The school will remain kindergarten through 8th grade (K-8). The "project site" is comprised of two parcels, Assessor's Parcel Numbers (APNs) 060-042-260 and 060-042-240, totaling approximately 2.6 acres combined.

**RECOMMENDATION**

That the Planning Commission adopt the Mitigated Negative Declaration and approve the Non-Conforming Use Permit, County File Number PLN 2014-00295, by making the required findings and adopting the conditions of approval in Attachment A of the staff report.

**SUMMARY**

Staff has reviewed the project against the applicable policies and standards of the San Mateo County General Plan/North Fair Oaks Community Plan and Zoning

Regulations, and found the project, as proposed and conditioned, to be in compliance with each set of policies and standards. Staff has prepared an Initial Study and Mitigated Negative Declaration that concludes that the project, as proposed and mitigated, will not generate any significant environmental impacts. Mitigation measures for air quality, hazards/hazardous materials, land use/planning, transportation/traffic, and utilities/service system have been included as recommended conditions of approval.

The project proposes to utilize existing past development on the project site and proposes an incremental increase in student capacity. The school's expansion is not expected to generate a significant parking demand beyond staff and occasional visitors (including parents) as the school will remain K-8, thus not generating any student demand for parking spaces and is sufficient to serve the school's total staff of 58 at full student capacity (260 students).

Furthermore, the North Fair Oaks Community Council has reviewed and recommended approval of the project.

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**COUNTY OF SAN MATEO  
PLANNING AND BUILDING DEPARTMENT**

**DATE:** August 9, 2017

**TO:** Planning Commission

**FROM:** Planning Staff

**SUBJECT:** Consideration of a Non-Conforming Use Permit, pursuant to Section 6137 of the San Mateo County Zoning Regulations, and adoption of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act (CEQA), to expand the existing Synapse School facility, located at 3375 Edison Way, into the existing neighboring buildings at 3355, 3345, and 3425 Edison Way in the unincorporated area of North Fair Oaks. The Non-Conforming Use Permit includes the request for an off-street parking exception to reduce the number of required on-site parking spaces from 144 spaces to 128 spaces.

County File Number: PLN 2014-00295 (Synapse School)

**PROPOSAL**

The applicant is seeking a Non-Conforming Use Permit to expand the existing Synapse School facility located at 3375 Edison Way into the existing neighboring buildings at 3355, 3345, and 3425 Edison Way in the unincorporated area of North Fair Oaks. The project includes the request for an off-street parking exception as part of the Non-Conforming Use Permit to reduce the number of required on-site parking spaces from 144 spaces to 128 spaces. Student capacity will increase from the current enrollment of 219 students to 260 students. The school will remain kindergarten through 8th grade (K-8). The "project site" is comprised of two parcels, Assessor's Parcel Numbers (APNs) 060-042-260 and 060-042-240, totaling approximately 2.6 acres combined.

The proposed project would allow Synapse School to expand into the 15,200 sq. ft. two-story building at 3355 Edison Way, formerly used as a child recreation center (UME), and a 18,036 sq. ft. two-story building at 3345 Edison Way, formerly used as a County storage facility, both located on the same parcel as the existing school building. The project would also allow expansion into a freestanding 17,338 sq. ft. two-story building at 3425 Edison Way, located on the adjacent parcel to the east, APN 060-042-240. The building at 3425 Edison Way was formerly used as an office complex. All three additional buildings that Synapse School proposes to occupy are currently vacant. The proposed project will utilize all existing development covering the

project site and does not propose to replace or expand any existing building footprints or paved areas. The expansion will increase the number of classrooms from 19 to 34 with remaining building square footages to be used for activities associated with the school, including administrative offices, lunch rooms, study areas, extended classroom/lab space, and multi-use common areas.

Exterior building facade changes are limited to upgrades necessary to comply with the current building code. The existing on-site pick-up/drop-off locations are intended to be maintained, one being at the entrance of the building at 3375 Edison Way and the other one at the rear side of the same building. Synapse School is proposing to utilize one of the secondary on-site parking lots, between the buildings at 3375 and 3425 Edison Way, as an additional outdoor recreation area for students after drop-off and before pick-up hours (as this secondary parking lot accommodates the rear pick-up/drop-off location previously mentioned).

### **RECOMMENDATION**

That the Planning Commission adopt the Mitigated Negative Declaration and approve the Non-Conforming Use Permit, County File Number PLN 2014-00295, by making the required findings and adopting the conditions of approval in Attachment A.

### **BACKGROUND**

Report Prepared By: Summer Burlison, Project Planner; 650/363-1815

Applicant: Synapse School, Attention: Karen McCown

Owner: Anthony and Johnny Zanette; 3355 Edison Partners

Location: 3375, 3355, 3345, and 3425 Edison Way, North Fair Oaks (existing school operates at 3375 Edison Way)

APNs: 060-042-260 (3375, 3355, and 3345 Edison Way) and 060-042-240 (3425 Edison Way)

Size: 1.98 acres and 0.64 acres, respectively

Existing Zoning: Light Industrial/Edison/North Fair Oaks (M-1/Edison/NFO)

General Plan Designation: Industrial Mixed Use

Sphere-of-Influence: Redwood City

Existing Land Use: Synapse School (3375 Edison Way), existing vacant building formerly used as a storage facility (3345 Edison Way), existing vacant building formerly

used as a child recreation center (3355 Edison Way), and existing vacant building formerly used as an office complex (3425 Edison Way)

Water Supply: Continued water service to be provided by the California Water Service Company

Sewage Disposal: Continued sewer service to be provided by the Fair Oaks Sewer Maintenance District (being a function of the County Department of Public Works)

Flood Zone: Zone X (areas of minimal flood), pursuant to Federal Emergency Management Agency, Flood Insurance Rate Map, Community Panel 06081C0302E, effective October 16, 2012.

Environmental Evaluation: An Initial Study and Mitigated Negative Declaration were prepared and circulated for public review from March 30, 2017 to April 18, 2017. No comments were received during the 20-day public review period. Mitigation measures have been included as recommended conditions of approval in Attachment A.

Setting: The project site is located within the densely developed urban community of North Fair Oaks. The project parcels are among a row of developed parcels zoned M-1/Edison/NFO (Light Industrial/Edison/North Fair Oaks). Surrounding uses include the Southern Pacific Railroad Tracks to the adjacent north, with residential development beyond; the Riekes Center (for human enhancement) to the east, with office, research, and technology businesses beyond; a multi-tenant light industrial development to the west, with 5th Avenue and SportsHouse beyond; and single-family residences to the south, across Edison Way.

Specifically, the entire project site is covered by impervious surface, except for a small fenced outdoor play yard along the rear property line, adjacent to building 3375 Edison Way. Existing on-site parking consists of a main parking lot on APN 060-042-260 and two secondary parking lots running the length of the buildings at 3375 Edison Way and 3425 Edison Way. There are a total of five existing ingress/egress driveways onto the project site from Edison Way. Given the existing as built conditions of the project site, there is minimal landscaping. However, trees exist along the perimeters of the project site.

Background: Synapse School is an existing private elementary and middle school serving kindergarten through 8th grades (K-8) located at 3375 Edison Way in North Fair Oaks. The existing school was established in 2010 under the County's determination that the school use was a compatible use in the applicable light industrial (M-1/Edison/NFO) Zoning District. The existing school operates in a 20,429 sq. ft. two-story building which is one of three freestanding buildings on parcel APN 060-042-260. The school year runs from August to June and operates during the weekday hours of 8:45 a.m. to staggered end times between 3:15 p.m. - 3:45 p.m.

Chronology:

<u>Date</u>	<u>Action</u>
April 2, 2014	- Pre-Application, PRE 2014-00003, Public Workshop for proposed Synapse School expansion.
August 18, 2014	- Subject Non-Conforming Use Permit application, PLN 2014-00295, submitted.
August 26, 2014	- Application deemed Incomplete.
February 17, 2017	- Application deemed Complete.
March 30, 2017 to April 18, 2017	- Initial Study and Mitigated Negative Declaration issued for a 20-day public review period.
April 27, 2017,	- North Fair Oaks Community Council meeting; item continued to allow applicant to complete neighborhood outreach.
May 23, 2017	- Neighborhood Open House at Synapse School held by applicant.
June 17, 2017	- Neighborhood Open House at Synapse School held by applicant.
June 22, 2017	- North Fair Oaks Community Council meeting; Council issued recommendation for approval.
August 9, 2017	- Planning Commission hearing.

**DISCUSSION**

A. KEY ISSUES

1. Compliance with the General Plan/North Fair Oaks Community Plan

Staff has reviewed the project for compliance with all of the applicable General Plan/North Fair Oaks Community Plan Policies, including the following:

a. Urban Land Uses Policies

General Plan Policies 8.12 (*General Plan Land Use Designations for Urban Areas*), 8.30 (*Infilling*), and 8.36 (*Uses*) seek to adopt the land use designations of the North Fair Oaks Community Plan, encourage infilling of urban areas where infrastructure and services are available,

and allow uses in zoning districts that are consistent with the overall land use designation.

According to the North Fair Oaks (NFO) Community Plan, the project parcels are designated Industrial Mixed Use (medium to high density). The primary objective of the Industrial Mixed Use land use category is to preserve and promote job-generating uses while catalyzing reuse of underutilized industrial buildings for commercial activities, including retail and office uses, live/work lofts, and institutional uses such as schools/training and sports facilities.

Zoning for the project parcels is Light Industrial/Edison/North Fair Oaks (M-1/Edison/NFO) which currently does not allow for primary or middle school uses. Since the adoption of the NFO Community Plan in 2011, the County has been completing a phased rezoning of the community's neighborhoods in order to provide consistency between the more recent land use designations identified in the NFO Community Plan and the older zoning designations. The Edison Way corridor zoning update, which includes the project parcels, is expected to commence in 2018 and is expected to accommodate school uses. Until such time, the existing Synapse School facility is considered a non-conforming use as it was permitted by the County to locate at its current location, 3375 Edison Way, in 2010 under a determination that the school use was compatible with the land uses allowed in the M-1/Edison/NFO Zoning District. Despite the Synapse School being considered a non-conforming use under the Zoning Regulations, the use is consistent with the overall Industrial Mixed Use land use designation.

Furthermore, implementation of the School's expansion will rely on infilling into the existing adjacent vacated buildings, including a former storage facility building at 3345 Edison Way, the former child recreation center building at 3355 Edison Way, and a former office complex building at 3425 Edison Way.

General Plan Policy 8.40 (*Parking Requirements*) seeks to ensure minimum on-site parking requirements, and standards are met in order to, among other things, accommodate the parking needs of the development, provide convenient and safe access, and prevent congestion of public streets.

The project includes a request for a reduction in off-street parking spaces as part of the non-conforming use permit. Based on the application of off-street parking standards stipulated in Chapter 3 of the County Zoning Regulations for the four buildings that will be used to accommodate the expanded school, the number of required off-

street parking spaces is 144. The existing developed project parcels provide 128 off-street parking spaces, thereby generating a deficiency of 16 parking spaces. The project proposes no changes to the existing on-site parking lots. Below is a table outlining the required parking per County of San Mateo Zoning Regulations:

<b>County Zoning Regulations for Off-Street Parking</b>				
<b>Building</b>	<b>Use</b>	<b>Measuring Units</b>	<b>Parking Factor</b>	<b>Required Spaces</b>
3345 Edison Way	Office Areas	269 sq. ft.	1 / 200 sq. ft.	2
	Classrooms	2	1 / classroom	2
	Extended Classroom/Lab Space	13,002 sq. ft.	1 / 2,000 sq. ft.	7
Subtotal:				11
3355 Edison Way	Office Areas	1,641 sq. ft.	1 / 200 sq. ft.	8
	Classrooms	4	1 / classroom	4
	Extended Classroom/Lab Space	4,493 sq. ft.	1 / 2,000 sq. ft.	3
	Multi-Use Space	4,954 sq. ft.	1 / 100 sq. ft.	50
Subtotal:				65
3375 Edison Way	Office Areas	1,159 sq. ft.	1 / 200 sq. ft.	6
	Classrooms	19	1 / classroom	19
	Extended Classroom/Open Area	1,110 sq. ft.	1 / 2,000 sq. ft.	1
	Multi-Use Space	827 sq. ft.	1 / 100 sq. ft.	9
Subtotal:				35
3425 Edison Way	Office Areas	1,913 sq. ft.	1 / 200 sq. ft.	10
	Classrooms	9	1 / classroom	9
	Multi-Use Space	1,340 sq. ft.	1 / 100 sq. ft.	14
Subtotal:				33
<b>Total Parking Required</b>				<b>144</b>
Total Parking Provided				128
Parking Deficiency				(16)

While proposed parking is deficient by 16 spaces, according to the County Zoning Regulations for off-street parking, the proposed 128 parking spaces are in conformance with the parking guidance set forth in the North Fair Oaks Community Plan for Institutional Uses in



the Industrial Mixed Use land use designation, Table 2.4, which identifies a parking ratio of 1/750 sq. ft., as demonstrated below:

<b>North Fair Oaks Community Plan Parking Guidance for Institutional Uses In the Industrial Mixed Use Land Use Designation</b>			
<b>Building</b>	<b>Measuring Units</b>	<b>Parking Factor</b>	<b>Required Spaces</b>
3345 Edison Way	18,036 sq. ft.	1 / 750 sq. ft.	24
3355 Edison Way	15,200 sq. ft.	1 / 750 sq. ft.	20
3375 Edison Way	20,429 sq. ft.	1 / 750 sq. ft.	27
3425 Edison Way	17,338 sq. ft.	1 / 750 sq. ft.	23
<b>Total Parking Required</b>			<b>94</b>
Total Parking Provided			128
Parking Surplus			34

After implementation of the proposed project, the school will remain K-8, thus not generating any student demand for parking spaces. Furthermore, at full student capacity (260 students), the school expects to have a total staff of 58, including 47 full-time staff and 11 part-time staff. It is estimated that approximately 10 staff members would participate in a school shuttle program, thus, potentially reducing staff's parking demand. Nonetheless, at full staff, a total of 58 of the 128 provided parking spaces would be filled; thus, leaving 70 parking spaces available on-site for visitors or other uses. Given that the school serves young children, K-8, parking demand temporarily increases during morning drop-off and afternoon pick-up. Otherwise, the school is not expected to generate much parking demand beyond staff and occasional visitors (such as parents). Two existing designated on-site drop-off/pick-up points will also be maintained to accommodate the drop-off and pick-up of students on site. In order to ensure that there is sufficient on-site parking to serve the project, mitigation measures from the Mitigated Negative Declaration (MND) require that all staff members who drive to the school be required to park in the school's on-site parking lot, that all on-site parking spaces be appropriately striped so that spaces are easily recognizable to drivers, and that school staff and/or parents be assigned to assist with the on-site management of drop-off and pick-up operations. Additionally, queuing analyses to identify any driveway back-up at the designated on-site drop-off/pick-up points will be performed on an annual basis to ensure that vehicle stacking in the public right-of-way is not occurring.

b. Transportation Policies

General Plan Policies 12.16 (*Urban Road Improvements*) and 12.21 (*Local Circulation Policies*) encourage minimal through traffic in residential areas and adequate access for emergency vehicles. The project parcels are located along a row of industrial mixed use designated parcels within a greater primarily residential area. Since there are limited alternative options for accessing the site, the proposed project will generate vehicular traffic to the area. To mitigate any potential increased traffic impacts to the area, Synapse School will continue to offer shuttle service to serve students and/or faculty outside of the immediate community to reduce vehicle trips to the school site. Additionally, a morning peak hour vehicle trip cap will be implemented with annual counts by a third party traffic consultant reported to the County.

A Traffic Impact Analysis (TIA) was prepared by Hexagon Transportation Consultants, Inc. for the project. The TIA provides analysis on intersection level of service impacts and queuing impacts that would be generated by the project. It was determined, based on the TIA, that the project will result in increased impacts to 4 key intersections within the area, including Edison Way/5th Avenue, Fair Oaks Avenue/Marsh Road, Middlefield Road/5th Avenue, and Middlefield Road/2nd Avenue. Mitigation measures from the MND, which are listed in Attachment D, to reduce project-related traffic impacts to a less than significant level include a student enrollment cap; a left-turn refuge lane on Marsh Road, within the current roadway width; and a morning peak hour trip cap.

Additionally, vehicle queuing at 5 key intersections was studied in the TIA and it was determined that queuing impacts would be minimal. Nonetheless, the school would provide designated staff and/or parents to assist in the day-to-day on-site management of drop-off and pick-up operations to ensure that vehicle queuing along Edison Way is minimized, in addition to compliance with an annual queuing analysis performed by a third party traffic consultant and reported to the County.

c. Noise Policies

Policy 16.10 (*Designation of Noise Impact Areas*), Policy 16.13 (*Site Planning Noise Control*), and Policy 16.14 (*Noise Barriers Noise Control*), identifies certain areas within the County as noise impact areas and encourages the use of natural topography and intervening structures to shield noise sensitive land uses. A majority of the North Fair Oaks Community is identified as being within a Noise Impact Area

as designated on the County’s Community Noise Map. The project will utilize existing buildings located between the Southern Pacific Railroad tracks and Edison Way to continue the operation of an existing K-8 school. The majority of school activities will continue to be conducted indoors. The school does provide on-site outdoor recreational areas that includes one area at the rear of the project site, between 3375 Edison Way and 3355 Edison Way, and a second concrete parking area between 3375 Edison Way and 3425 Edison Way; both areas are fenced. The applicant proposes to use trees, living walls, and sound blankets to help absorb any increased noise levels generated from play areas. Additionally, artificial turf will be installed in the concrete parking area between 3375 Edison Way and 3425 Edison Way to help minimize noise when it is used for play, but will also be striped for use as vehicle parking during peak drop-off/pick-up times.

2. Compliance with the Zoning Regulations

Staff has reviewed and determined that the project is in compliance with all of the applicable Zoning Regulations, including the following:

a. Permitted Land Uses

The applicant is seeking a non-conforming use permit to expand the existing Synapse School facility, which is considered a non-conforming use permitted by the County to locate at its current location, 3375 Edison Way, in 2010 under a determination that the school use was compatible with the land uses allowed in the M-1/Edison/NFO Zoning District. See Sections A.1.a and A.2.e of this report for further discussion on land use.

b. M-1/Edison/NFO Development Standards

While no new buildings or exterior development footprint expansion is proposed, interior improvements and minor exterior building facade improvements to comply with building code will be necessary to implement the project. Identified below are the applicable development standards of the respective M-1/Edison/NFO Zoning District:

Development Standard	Required	Existing
Minimum Parcel Area	10,000 sq. ft.	1.98 acres (APN 060-042-260) 0.64 acres (APN 060-042-240)
Minimum Parcel Width	100 ft.	>150 ft.

Development Standard	Required	Existing
Minimum Front Setback*	15 ft.	Min. 10 ft.** (3345 and 3375 Edison Way)
Minimum Side Setback*	0 ft.	0 ft. (3345 Edison Way)
Minimum Rear Setback*	0 ft.	0 ft. (3345, 3375, and 3425 Edison Way)
Maximum Height	37 ft.	26 ft.
Maximum Lot Coverage	80%	41.9%
Maximum Building Floor Area	150%	62.2%
<p>* Applicable setbacks when front portion of parcel is across the street from a residentially-zoned parcel for that portion of the building not exceeding 30 feet in height.</p> <p>** Non-conforming setback; no change proposed.</p>		

### Screening and Landscaping

No changes are proposed to the existing street landscaping along Edison Way which consists of landscape planters with trees and 6-foot tall fencing along the frontages of the project parcels, except for ingress/egress driveways. The existing street landscaping helps to soften the developed parking lot areas and buildings on the project parcels.

### Materials and Colors

The existing tilt-up concrete panel buildings will remain with minimal exterior facade changes (i.e., converting window spaces to solid walls). The existing exterior building colors, consisting of grays with blue accents, will remain unchanged.

#### c. M-1/Edison/NFO Performance Standards

Section 6277.5 of the M-1/Edison/NFO Zoning Regulations states that no ongoing or new use may be conducted in a manner that does not meet the performance standards of the Zoning District with regard to limiting noise levels to the stipulated limits of the zoning district; prohibiting dust and odor emissions beyond the boundaries of the M-1/Edison/NFO District; prohibiting vibration perceptible without instruments on adjoining property, except for temporary construction operations; keeping glare and rays from exterior lighting to the confines of the premises; providing screening for trash and debris areas; controlling loitering after business hours; and keeping all activities associated with the school use entirely on-site.

The majority of the school use will continue to operate within enclosed buildings, with the exception of periodic student breaks throughout the day. Aside from temporary dust or odor emissions that may be generated by interior remodeling to implement the project, the school operation does not generate any detectible levels of dust or odor, or vibration. The project proposes to utilize existing development and therefore does not introduce any new sources of light or glare that would extend beyond the project parcels. A condition of approval has been included in Attachment A to require compliance with all performance standards of the respective zoning district.

d. Parking Regulations

The project includes the request for a reduction in off-street parking spaces as part of the non-conforming use permit. Based on the County's Zoning Regulations for parking, the number of required off street parking spaces for the project is 144. The existing developed project parcels provide 128 off-street parking spaces, thereby, generating a deficiency of 16 parking spaces. See Section A.1.a of this report for further discussion on parking compliance. Additionally, 30 bike spaces will be provided on-site.

Screening and Landscaping

Parking areas for more than (10) vehicles shall be screened on each side that adjoins or faces residentially zoned parcels. Additionally, a planter or landscaped area of at least four (4) feet wide shall be provided adjacent to all street right-of-ways. A total not less than five (5) percent of the total parking area shall be landscaped.

Existing landscape planters, greater than four (4) feet in width, and 6-foot tall wood fencing along Edison Way will continue to be maintained to help provide screening of the on-site parking areas from surrounding residential parcels across Edison Way.

Surface of Parking Area

Parking areas for more than ten (10) vehicles shall be surfaced with a durable and dust-free material. Off-street parking will be provided within the existing paved parking lot areas on-site.

e. Compliance with the Use Permit Findings

The applicant is seeking a non-conforming use permit to expand the existing Synapse School facility, which is considered a non-conforming use permitted by the County to locate at its

current location, 3375 Edison Way, in 2010 under a determination that the school use was compatible with the land uses allowed in the M-1/Edison/NFO Zoning District. Despite the Synapse School being considered a non-conforming use under the Zoning Regulations, the use is consistent with the overall Industrial Mixed Use land use designation of the North Fair Oaks Community Plan. The non-conforming use permit includes a request for a reduction in off-street parking spaces, as identified in Section A.2.d of this report.

The granting of a non-conforming use permit is subject to the following finding:

*That the establishment, maintenance, and/or conducting of the use will not, under the circumstances of the particular case, result in a significant adverse impact to coastal resources, or be detrimental to the public welfare or injurious to property or improvements in said neighborhood.*

The project proposes to expand an existing private kindergarten through 8th grade (K-8) school in an urban community that has been designated (by the North Fair Oaks Community Plan) to support medium to high density land uses including industrial, commercial, and institutional uses. The project will utilize existing development on the project parcels, including expanding the school's operation into three adjacent vacant buildings formerly used as storage, office, and child recreation facilities. The school is not proposing any significant operational changes to their current daily operation as a K-8 educational facility. Furthermore, minimal exterior building changes are proposed.

The expansion will increase the number of classrooms from 19 to 34 and accommodate an increase in student capacity from 219 to 260 students. While the proposed school expansion will result in an increase in traffic as student enrollment and staffing increases, a traffic impact analysis for the project has been completed and mitigation measures recommended to reduce any traffic-related impacts, such as trip generation and vehicle queuing, to a less than significant level for the area (see Attachment D). Mitigation measures from the MND, include, but are not limited to, establishing a morning peak hour vehicle trip cap with annual monitoring, a student enrollment cap, a left-turn refuge lane within the existing roadway width of Marsh Road, and daily on-site management of drop-off and pick-up operations at the school would be implemented to minimize traffic impacts to the area.

The majority of school activities will continue to be conducted indoors and, therefore, will not result in noise levels in excess of any established noise standards. The school does provide on-site outdoor recreational areas; however, the applicant proposes to use trees, living walls, sound blankets, and artificial turf to help absorb any increased noise levels generated from play areas.

The project includes the request for a reduction in off-street parking spaces as part of the non-conforming use permit. See Section A.1.a of this report for further discussion on parking compliance.

Therefore, based on the above findings and recommendations, as identified in the Initial Study and Mitigated Negative Declaration (Attachments D), the project is not expected to be detrimental to the public welfare or injurious to property or improvements in the neighborhood. Furthermore, the project is not located in the coastal zone, therefore, no coastal resources will be impacted by the project.

#### B. REVIEW BY THE NORTH FAIR OAKS COMMUNITY COUNCIL

The North Fair Oaks Community Council (NFOCC) reviewed this project at their April 27, 2017 meeting and continued the item to June 22, 2017 based on public request for additional time to meet with the applicants to discuss noise, traffic, and parking concerns. The NFOCC requested that the applicant hold open house meetings with the neighbors at the school facility as part of a neighborhood outreach effort before returning to the NFOCC on June 22, 2017. The applicant held two neighborhood meetings at the school with a total of five attendees from the neighborhood (three attendees at Meeting #1 and two attendees at Meeting #2). The applicant proposed modifications to the site layout, addition of noise mitigating measures, and the addition of one parking space, all of which have been submitted under the current project application to address neighbor concerns. The applicant returned to the North Fair Oaks Community Council on June 22, 2017 with support from the concerned neighbors and the NFOCC recommended approval of the project.

#### C. ENVIRONMENTAL REVIEW

An Initial Study and Mitigated Negative Declaration were prepared and circulated for this project. The public comment period commenced on March 30, 2017 and ended on April 18, 2017. No comments were received as of the issuance of this report. The Initial Study and Mitigated Negative Declaration are included as Attachment D to this report. Mitigation Measures have been included as conditions of approval in Attachment A.

Based on supplemental analysis provided by Hexagon Transportation Consultants, Inc., which has been reviewed and approved by the County

Department of Public Works, the morning peak hour trip cap (Mitigation Measure 4) will achieve the same trip reduction as the staggered school schedule (Mitigation Measure 8) that was identified in the traffic study as mitigation for the project's impacts on Middlefield Road/5th Avenue and Middlefield Road/2nd Avenue. Furthermore, a staggered school schedule could hinder the effectiveness of the school's shuttle program as it may result in fewer students at each pick-up point for each shuttle and more vehicle trips by parents of multiple children attending school at different start and end times. Therefore, pursuant to Section 15074.1 of the California Environmental Quality Act (CEQA) Guidelines, Mitigation Measure 8 (staggered school schedule) will be eliminated and substituted by Mitigation Measure 4 (morning peak hour trip cap).

D. REVIEWING AGENCIES

Building Inspection Section  
Department of Public Works  
Environmental Health Division  
Menlo Park Fire Protection District  
Fair Oaks Sewer Maintenance District  
California Water Service Company  
City of Atherton  
City of Menlo Park  
City of Redwood city  
Caltrans  
North Fair Oaks Community Council

ATTACHMENTS

- A. Recommended Findings and Conditions of Approval
- B. Project Site Location Map
- C. Project Plans
  - 1. Site Plan
  - 2. Floor Plan, 3425 Edison Way
  - 3. Floor Plan, 3375 Edison Way
  - 4. Elevation Plans, 3375 Edison Way (exterior changes proposed)
  - 5. Floor Plan, 3355 Edison Way
  - 6. Floor Plan, 3345 Edison Way
- D. Initial Study and Mitigated Negative Declaration
- E. Traffic Study prepared by Hexagon Transportation Consultants, Inc., dated April 24, 2017. Please note that due to the size of this document, it is available upon request to the Current Planning Section.

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County of San Mateo  
Planning and Building Department

**RECOMMENDED FINDINGS AND CONDITIONS OF APPROVAL**

Permit or Project File Number: PLN 2014-00295

Hearing Date: August 9, 2017

Prepared By: Summer Burlison  
Project Planner

For Adoption By: Planning Commission

**RECOMMENDED FINDINGS**

Regarding the Environmental Review, Find:

1. That the Initial Study and Mitigated Negative Declaration are complete, correct and adequate and prepared in accordance with the California Environmental Quality Act (CEQA) and applicable State and County Guidelines. An Initial Study and a Mitigated Negative Declaration were prepared and issued with a public review period from March 30, 2017 to April 18, 2017.
2. That, on the basis of the Initial Study, comments received hereto, and testimony presented and considered at the public hearing, there is no substantial evidence that the project will have a significant effect on the environment. The Initial Study and Mitigated Negative Declaration identify potential significant impacts to air quality, hazards and hazardous materials, land use and planning, transportation and traffic, and utilities and service systems. The mitigation measures contained in the Mitigated Negative Declaration have been included as conditions of approval in this attachment. As proposed and mitigated, the project would will not result in any significant environmental impacts.
3. That the mitigation measures identified in the Mitigated Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, have been incorporated as conditions of project approval.
4. That the Initial Study and Mitigated Negative Declaration reflect the independent judgment of the County.
5. That Mitigation Measure 4 (morning peak hour trip cap), as recommended in the Mitigated Negative Declaration, is equivalently effective at mitigating traffic-related impacts at Middlefield Road/5th Avenue and Middlefield Road/2nd Avenue as Mitigation Measure 8 (staggered school schedule), because the morning peak

hour trip cap (Mitigation Measure 4) will achieve the same trip reduction as the staggered school schedule (Mitigation Measure 8) for these two intersections; and because Mitigation Measure 4 will not cause any potentially significant effect on the environment. Therefore, pursuant to Section 15074.1 of the California Environmental Quality Act (CEQA) Guidelines, Mitigation Measure 8 is eliminated and substituted for by Mitigation Measure 4.

Regarding the Non-Conforming Use Permit, Find:

6. That the establishment, maintenance, and/or conducting of the use will not, under the circumstances of the particular case, result in a significant adverse impact to coastal resources, or be detrimental to the public welfare or injurious to property or improvements in said neighborhood as the school is not proposing any significant operational changes to their current daily operation as a K-8 educational facility, mitigation measures are included as conditions of approval to reduce any traffic-related impacts to a less than significant level for the area, and a majority of the school activities will continue to be conducted indoors so as to not result in excessive noise levels.

Additionally, given existing parking constraints in the area, surrounding residential parcels, and the existing built-out site conditions, there is no available space within the project site or within 1,000 feet of the project site to accommodate an additional 16 parking spaces for the school's use. However, the school is not expected to generate much parking demand beyond staff and occasional visitors (including parents) as the school will remain kindergarten to 8th grade (K-8), thus not generating any student demand for parking spaces and is sufficient to serve the school's total staff of 58 at full student capacity (260 students). Therefore, the existing off-street parking facilities, as proposed, are as nearly in compliance with the requirements as are reasonable possible and the conducting of the school with 128 off-street parking spaces will not be detrimental to the public welfare or injurious to property or improvements in the neighborhood.

**RECOMMENDED CONDITIONS OF APPROVAL**

Current Planning Section

1. The approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on August 9, 2017. The Community Development Director may approve minor revisions or modifications to the project if they are found to be consistent with the intent of, and in substantial conformance with, this approval.
2. Within one (1) year from the date of final approval of the Non-Conforming Use Permit, a valid building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspection Section) shall have occurred within 180 days of its issuance, or the Non-Conforming Use Permit approval becomes

null and void. Any extension of time shall require the submittal of a written request for permit extension and payment of applicable extension fees sixty (60) days prior to this one (1) year expiration date.

3. The Non-Conforming Use Permit shall be valid for five (5) years from the date of final approval, and shall expire on August 9, 2022. The applicant shall apply for renewal of the Use Permit, and pay applicable renewal fees six (6) months prior to expiration, if continuation of the use is desired. Any change in use shall be required to comply with applicable zoning regulations for this district.
4. Any change in use or intensity not already approved shall require an amendment to the use permit. Amendment to this use permit requires an application for amendment, payment of applicable fees, and consideration at a public hearing.
5. Within four (4) business days of the final approval date for this project, the applicant shall submit an environmental filing fee of \$2,216.25, as required under Fish and Game Code Section 711.4, plus a \$50.00 recording fee. Thus, the applicant shall submit a check in the total amount of \$2,266.25, made payable to "San Mateo County Clerk," to the project planner to file with the Notice of Determination. Please be aware that the Department of Fish and Game environmental filing fee increases starting the 1st day of each new calendar year (i.e., January 1, 2017). The fee amount due is based on the date of payment of the fees.
6. The applicant shall obtain a building permit prior to the start of any tenant improvement work on-site.
7. The project shall comply with all development standards and performance standards of the applicable M-1/Edison/NFO Zoning District.
8. An Underground Service Alert (USA) of the area to mark where the Alameda Pipeline is located is required prior to issuance of a building permit. If the proposed project involves any utility crossing the Alameda Pipeline on Edison Way, then the applicant shall be required to complete the San Francisco Public Utilities Commission's (SFPUC) project review process to address any utility crossing issues early in the design phase and to avoid any unnecessary delays. Information about SFPUC's project review committee can be found at the following link: <http://www.sfwater.org/index.aspx?page=450>.
9. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property shall be limited to the hours from 7:00 a.m. to 6:00 p.m. weekdays and 9:00 a.m. to 5:00 p.m. Saturdays. Said activities are prohibited on Sundays, Thanksgiving, and Christmas (San Mateo Ordinance Code Section 4.88.360). Noise levels associated with the approved use shall not exceed the limitations set forth in the County Noise Ordinance and/or Performance Standards of the M-1/Edison/NFO Zoning District.

10. As part of the building permit submittal, the applicant shall clearly identify any proposed noise reducing measures, including but not limited to, living wall areas, artificial turf areas, location of sound blankets, and new tree plantings.

Mitigation Measures from the Mitigated Negative Declaration (changes made to the mitigation measures as presented in the Mitigated Negative Declaration are shown in strike-through and underline format):

11. **Mitigation Measure 1:** Pursuant to the Bay Area Air Quality Management District's CEQA Guidelines (May 2011), the following Air Quality Best Management Practices shall be implemented throughout the duration of construction-related activities on the project site:
  - a. Idling times shall be minimized either by shutting equipment or vehicles off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485, of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
  - b. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications.
  - c. Minimize the idling time of diesel powered construction equipment to two minutes.
12. **Mitigation Measure 2:** All staff members who drive to the school shall be required to park in the school's on-site parking lot.
13. **Mitigation Measure 3:** All 127 on-site parking spaces shall be appropriately striped. Striping marks shall be maintained in a clear and visible manner so that they are easily recognizable to drivers.
14. **Mitigation Measure 4:** Normal operation of the school shall not exceed 275 morning peak hour trips. The morning peak hour is defined as the highest one-hour period between 7:00 a.m. - 9:00 a.m. during which the maximum traffic generated by the school occurs.

The applicant shall retain a third-party traffic consultant to count the trip generation of the school, which would include counting the school driveways plus counting any school-related traffic that is dropping off students along Edison Way or any of its cross-streets. The third-party consultant will conduct the counts over three (3) weekdays (a Tuesday, Wednesday, and/or Thursday) in October and March of each school year, excluding scheduled school holidays. The trip count shall be the average of the three weekday counts. Concurrent with the trip counts, the third-party traffic consultant shall conduct a queuing analysis for on-street queuing due to driveway back-up at the designated on-site pick-up/

drop-off points for the school. The data from the traffic counts shall be submitted to the County of San Mateo Traffic Services and the Current Planning Section of the County of San Mateo Planning and Building Department in a report for review and acceptance. The County may also choose to conduct its own monitoring if desired.

If the monitoring shows that the trip cap is exceeded, then the applicant shall have 30 days to prepare and submit a Transportation Demand Management (TDM) Program that incorporates measures to reduce the number of trips below the trip cap, and shall have an additional 30 days to implement the TDM Program in order to bring the site into compliance with the trip cap. Measures included in the TDM Program may include, but shall not be limited to, staggering start times, adding shuttle buses, initiating a carpooling program, and offering staff incentives to take alternative transportation. A subsequent monitoring will be conducted by the County 30 days following implementation of the TDM Program. If the subsequent monitoring indicates that the site still exceeds the trip cap, then the applicant may need to resort to reducing student enrollment accordingly to bring the site into compliance with the trip cap. Non-compliance evidenced by the subsequent monitoring may also result in review of the use permit by the Planning Commission.

15. **Mitigation Measure 5:** The applicant shall provide, upon request by the County, shuttle bus logs for all shuttle buses serving the school. The shuttle logs shall show the number of students dropped off and picked up at the school site each day.
16. **Mitigation Measure 6:** The maximum student enrollment shall not exceed 260 students. The applicant shall submit an annual report stating the total number of students and staff attending or working at the school prior to the beginning of each school year. Any increase in student enrollment beyond 260 students shall require an amendment to the Non-Conforming Use Permit and shall require an updated Traffic Impact Analysis.
17. **Mitigation Measure 7:** The applicant shall apply for an encroachment permit to install a left-turn refuge lane on Marsh Road, within the current roadway width, to improve the intersection operation. Plans shall be submitted to the Department of Public Works Traffic Services for review and approval.
- ~~18. **Mitigation Measure 8:** The school shall stagger the start and end times by one hour with 85 students starting one hour earlier during the 7:00 a.m.– 8:00 a.m. hour and ending during the 2:00 p.m.– 3:00 p.m. hour to reduce AM peak-hour trips.~~
18. **Mitigation Measure 9:** The school shall provide designated staff or parents to assist in the on-site management of drop-off and pick-up operations.

### Menlo Park Fire Protection District

19. The project must comply with all applicable California Building and Fire Codes, and any applicable local amendments.
20. A final fire inspection is required prior to the final building inspection for any associated building permits. Contact Menlo Park Fire Protection District at 650/688-8400 to schedule a final fire inspection. A 48-HOUR NOTICE IS REQUIRED FOR ALL INSPECTIONS.

### Fair Oaks Sewer Maintenance District

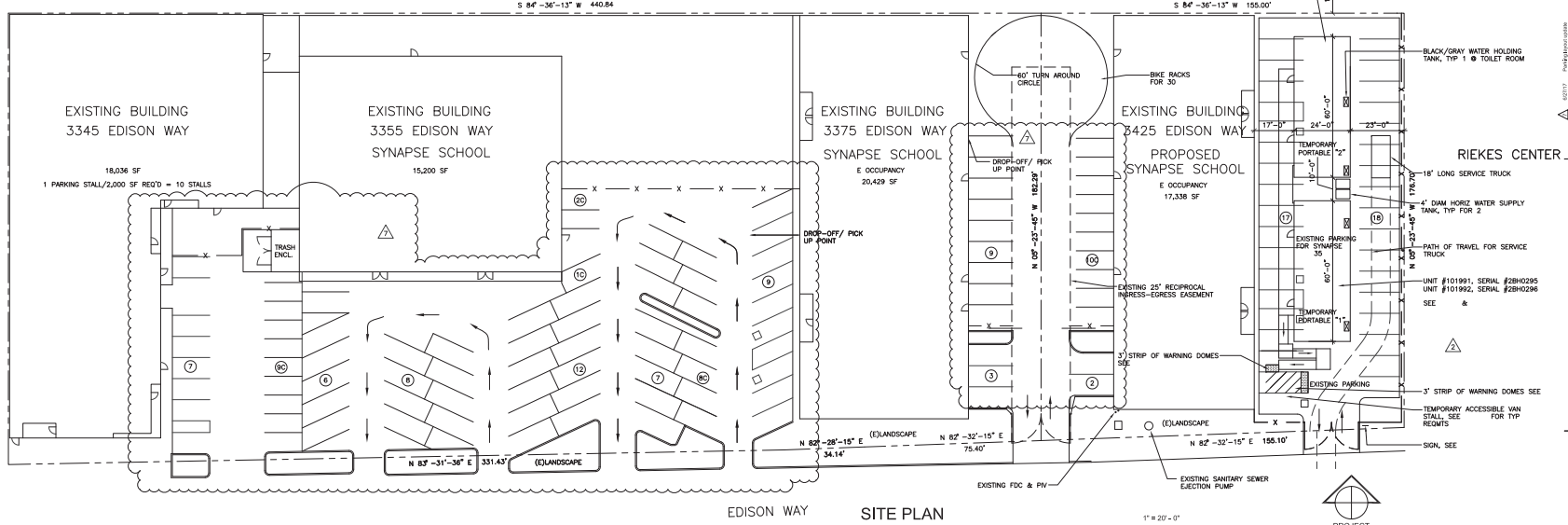
21. The applicant shall submit building plans to the Fair Oaks Sewer Maintenance District (District) for review when the building permit application is submitted. The plans shall indicate the location of the existing and proposed sewer laterals to the Sewer District main.
22. The District will allow the proposed connection provided all associated fees are paid. The Fair Oaks Sewer Maintenance District may require payment of additional sewer connection fees and sewage treatment capacity fees.
23. The existing Fair Oaks Sewer Maintenance District mains downstream of the proposed lateral connection shall be evaluated to determine if there is sufficient capacity to accommodate the additional sewage demand of the proposed development. The evaluation and design of any resulting upgrades to the District's facilities must be completed and approved by the District prior to final approval of the building plans.

SB:pac - SSBBB0213\_WPU.DOCX



Location Map

EXISTING RAILROAD RIGHT OF WAY



**NOTES:**  
 1 REFER TO PORTABLES SUPPLIER'S DRAWINGS FOR SPECIFICS BUILDINGS, RAMPS, HANDRAILS, & LANDINGS.  
 2 A MONITORED ALARM SYSTEM SHALL BE PROVIDED BY OWNER'S VENDOR INCLUDING ALL REQUIRED SUBMITTALS FOR REVIEW BY MENDO PARK FIRE DEPARTMENT.

**PROJECT DESCRIPTION**

REMODEL OF AN EXISTING BUILDING AT 3425 EDISON TO ACCOMMODATE AN INDEPENDENT K-8 SCHOOL. WORK INCLUDES: UPGRADE OF ACCESSIBLE SIDE FEATURES & ACCESS UPGRADES TO THE EXISTING TOILET ROOMS; PROVISION OF NEW STAFF TOILET ROOMS; AND MINOR INTERIOR REMODELING. DUE TO CHANGE IN OCCUPANCY WORK MAY ALSO INCLUDE SEISMIC UPGRADE OF THE EXISTING STRUCTURE. THIS MAY INVOLVE CLOSING UP EXISTING WINDOW OPENINGS IN TWO CONCRETE PANELS AS SHOWN ON THE DRAWINGS.

**PROJECT SUMMARY**

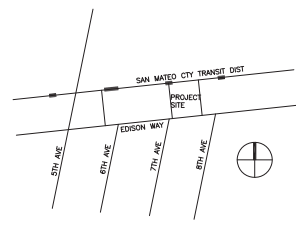
OCCUPANCY	PRIMARILY E WITH MINOR B OCCUPANCIES
CONSTRUCTION TYPE	III-B, FIRE SPRINKLERED
NUMBER OF STORES	TWO (AT EACH BUILDING)
EXISTING BUILDING AREAS:	
3345 EDISON	
FIRST FLOOR:	15,612 SF
SECOND FLOOR:	2,423 SF
TOTAL:	18,035 SF
3355 EDISON	
FIRST FLOOR:	10,176 SF
SECOND FLOOR:	5,024 SF
TOTAL:	15,200 SF
3375 EDISON	
FIRST FLOOR:	12,153 SF
SECOND FLOOR:	8,276 SF
TOTAL:	20,429 SF
3425 EDISON	
FIRST FLOOR:	9,688 SF
SECOND FLOOR:	7,480 SF
TOTAL:	17,338 SF
ALLOWABLE BUILDING AREA IS 29,000 SF FOR 3425 BASED ON 14,500 SF ALLOWED PER FLOOR. REFERENCE IS MADE TO CBC TABLE 503 & SECTION 506.4.1.	
APPLICABLE CODES: 2013 EDITIONS, CALIFORNIA BUILDING, MECH, ELEC, PLUMB, FIRE, ENERGY & GREEN BLDG CODES. CURRENT COUNTY OF SAN MATEO ORDINANCES	

**REQUIRED PARKING UNDER PLANNING DEPT CRITERIA:**

3345 EDISON:		
+/- 269 SF OF OFFICE @ 200SF PER STALL =	2 STALLS	
2 CLASSROOMS @ 1 STALL PER =	2 STALLS	
+/- 13,022 SF OF EXTENDED CLASSROOM @	7 STALLS	
1 STALL PER 2,000 SF =	0 STALLS	
+/- 2,012 SF OF STORAGE, UTILITY, TOILET RMS, STAIRS, LOBBY	11 STALLS	
SUB-TOTAL REQUIRED =		
3355 EDISON:		
+/- 1,641 SF OF OFFICE @ 200SF PER STALL =	8 STALLS	
+/- 4,854 SF OF MULTI-USE SPACE @ 100SF PER STALL =	50 STALLS	
2,162 SF STORAGE, TOILET RMS, STAIRS, LOBBY	0	
4 CLASSROOMS @ 1 STALL PER =	4 STALLS	
+/- 4,493 SF OF EXTENDED CLASSROOM @	3 STALLS	
1 STALL PER 2,000 SF =	65 STALLS	
SUB-TOTAL REQUIRED =		
3375 EDISON:		
+/- 1,159 SF OF OFFICE @ 200SF PER STALL =	6 STALLS	
+/- 827 SF OF MULTI-USE SPACE @ 100SF PER STALL =	9 STALLS	
19 CLASSROOMS @ 1 STALL PER =	19 STALLS	
+/- 1,110 SF OF EXTENDED CLASSROOM/OPEN AREA @	1 STALL	
1 STALL PER 2,000 SF =	1 STALL	
SUB-TOTAL REQUIRED =	35 STALLS	
3425 EDISON:		
+/- 1,913 SF OF OFFICE @ 200SF PER STALL =	10 STALLS	
+/- 1,340 SF OF MULTI-USE SPACE @ 100SF PER STALL =	14 STALLS	
9 CLASSROOMS @ 1 STALL PER =	9	
STALLS		
SUB-TOTAL REQUIRED =	33 STALLS	
TOTAL PROVIDED @ 3345, 3355, 3375 & 3425 :	144 STALLS	
111 STANDARD FULL SIZE STALLS		
6 ACCESSIBLE STALLS		
REQUIRED PARKING UNDER DEPT OF PUBLIC WORKS CRITERIA:		
SYNAPSE REDMITS @ .25 STALLS PER STUDENT X 280 =	65 STALLS	
3345 WARDHOUSE FACILITY @ .5 STALLS/1000SF X 18,036SF =	9 STALLS	
TOTAL REQUIRED =	75 STALLS	
TOTAL PARKING PROVIDED FOR ALL 4 BUILDINGS =	127 STALLS	
TOTAL AREA OF BUILDINGS =	71,002 SF	
PARKING REQUIRED PER FUTURE RATIO OF 1/7500SF =	95 STALLS	

**DRAWING SHEET INDEX**

ARCHITECTURAL	
P-0	GENERAL INFO & SITE PLAN
P-1	3425 EDISON EXISTING FLOOR PLANS
P-2	3425 EDISON PROPOSED FLOOR PLANS
P-3	3425 EDISON BUILDING ELEVATIONS
P-4	3375 EDISON FLOOR PLANS
P-5	3375 EDISON BUILDING ELEVATIONS
P-6	3355 EDISON FLOOR PLANS
P-7	3345 EDISON FLOOR PLANS



VICINITY MAP

CRU Architects, Inc.  
 2500 Bay Point, Suite C, Redwood City, CA 94063  
 Telephone: 650-736-9500

Project: Tenant Improvements for Synapse School  
 Address: 3345, 3355, 3375 & 3425 Edison Way  
 Location: Menlo Park, California

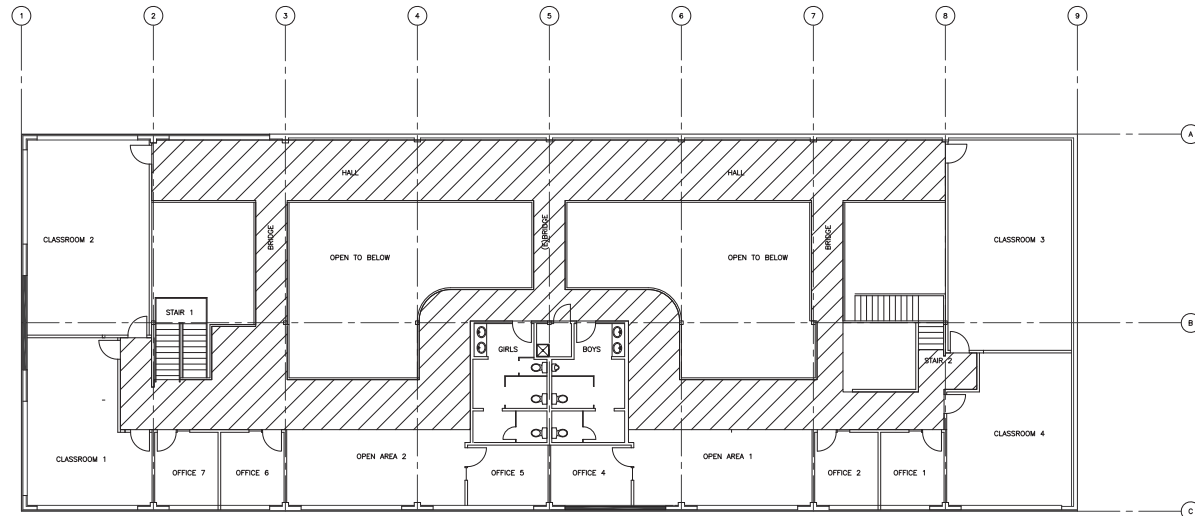
Site Plan  
 Date: 10/14/14  
 Scale: 1/8"=1'-0"

P-0



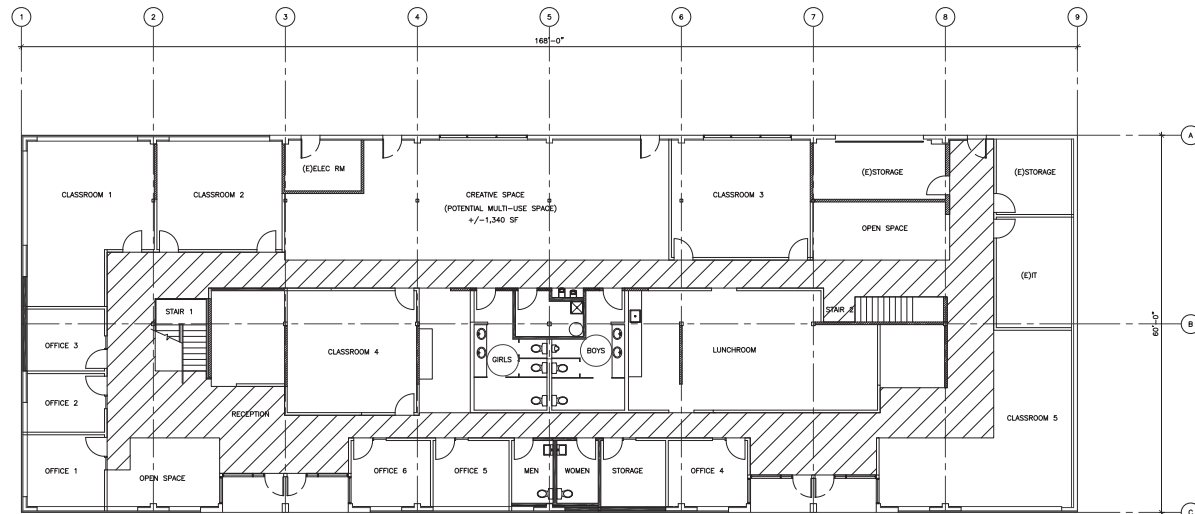


 CIRCULATION SPACE



SECOND FLOOR, 7,480 SF

SECOND FLOOR



FIRST FLOOR, 9,858 SF

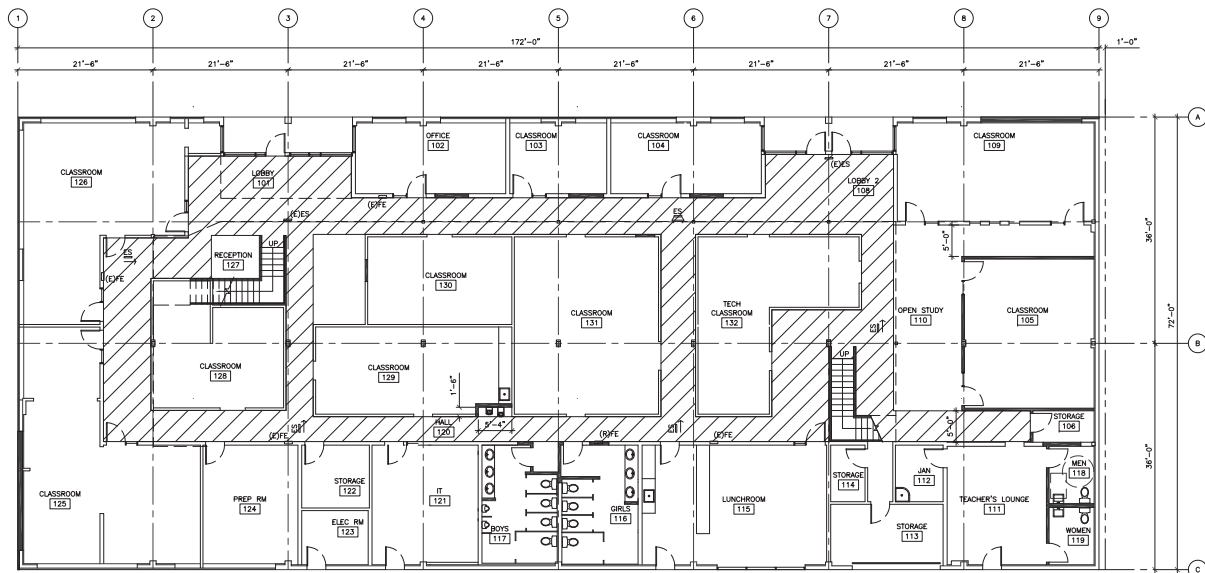
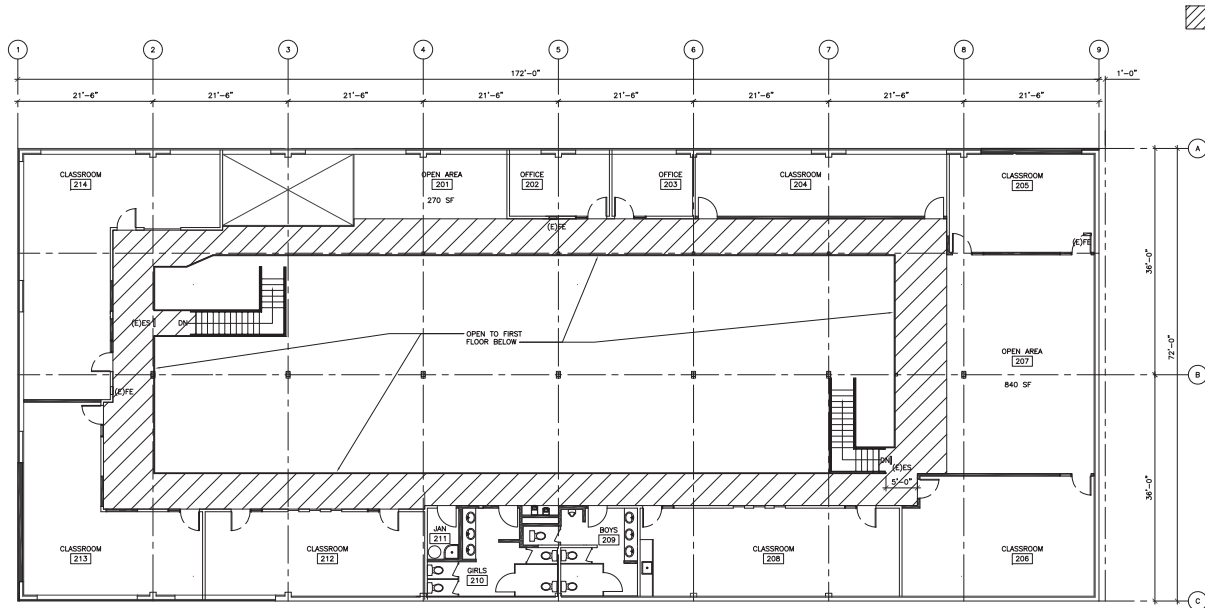
FIRST FLOOR

CONCEPTUAL FLOOR PLANS



NO.	DATE	REVISIONS
		
<p>Proposed Improvements for  <b>Synapse School</b>          3345, 3355, 3375 &amp; 3425 Edison Way          Menlo Park, California</p>		
 <p><b>CR Architects, Inc.</b>          2000 Hwy 101, Suite C, Redwood City, CA 94063          Telephone: 650-790-9500</p>		
<p>Conceptual Floor Plans          3425 Edison</p>		
DES:	JAA	
DATE:	10/1/14	
DATE:	2/19/2014	
<p><b>P-2</b></p>		
<p>DATE OF </p>		

ATTACHMENT C.2



FLOOR PLANS



<p>PROPOSED IMPROVEMENTS FOR  <b>Synapse School</b>          3345, 3355, 3375 &amp; 3425 Edison Way          Menlo Park California</p>	<p>CRU Architects, Inc.          2000 Hwy Road, Suite C, Redwood City, CA 94063          Telephone: 650-390-0900</p>
<p>DATE: _____          NO. _____          PROJECT: _____          SHEET: _____</p>	<p>DATE: _____          NO. _____          PROJECT: _____          SHEET: _____</p>
<p>Floor Plan          3375 Edison</p>	<p>P-4</p>

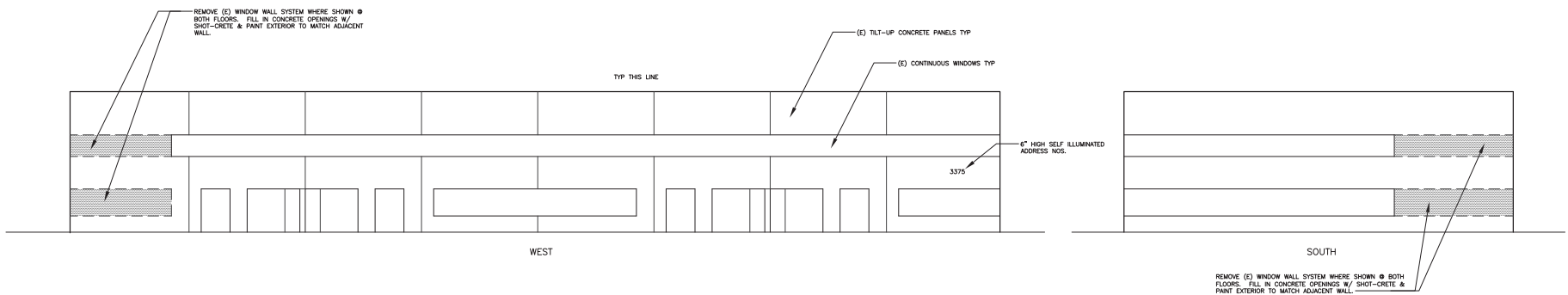
NO.	DATE	REVISIONS



Proposed Improvements for  
**Synapse School**  
 3345, 3355, 3375 & 3425 Edison Way  
 Menlo Park California



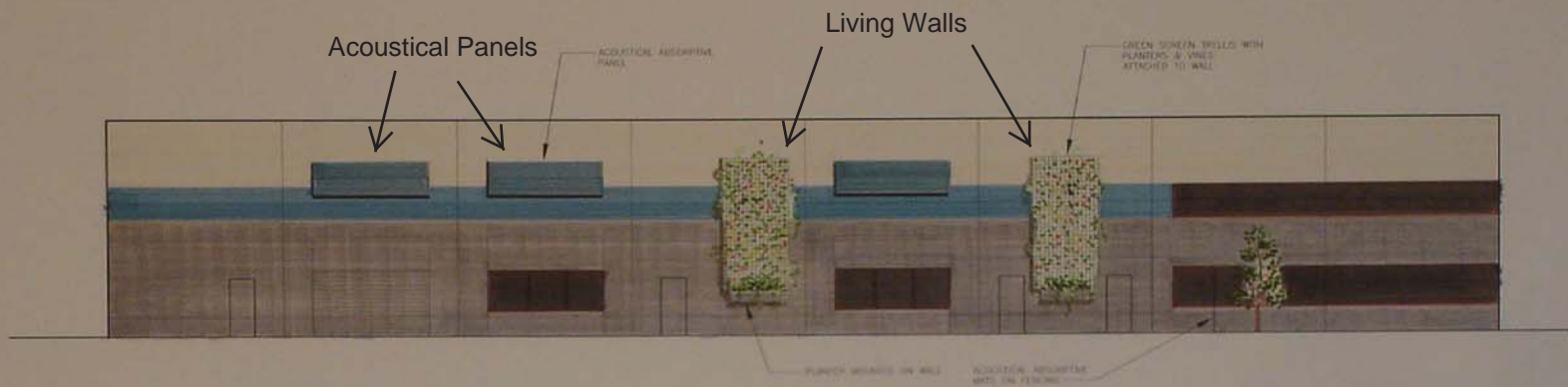
Building Elevations 3375 Edison
DATE: 12/1/14
SCALE: 1/8" = 1'-0"
PROJECT: 3375 Edison
<b>P-5</b>



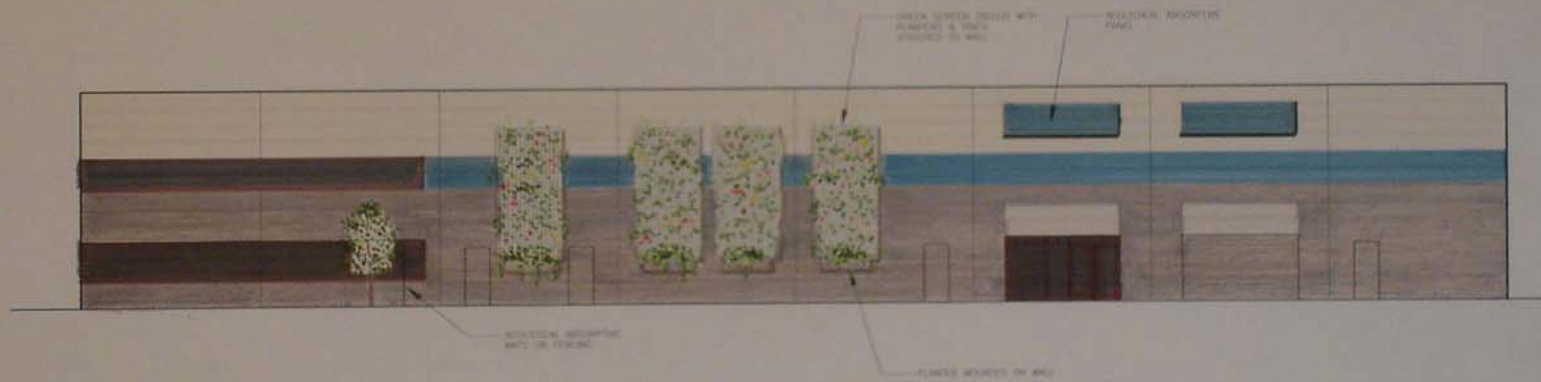
BUILDING ELEVATIONS

1/8" = 1'-0"

# ATTACHMENT C.4



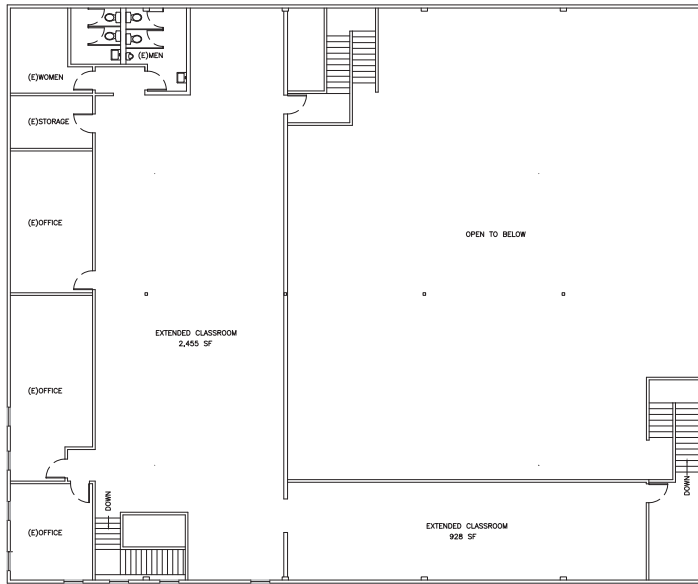
3425 EDISON WEST



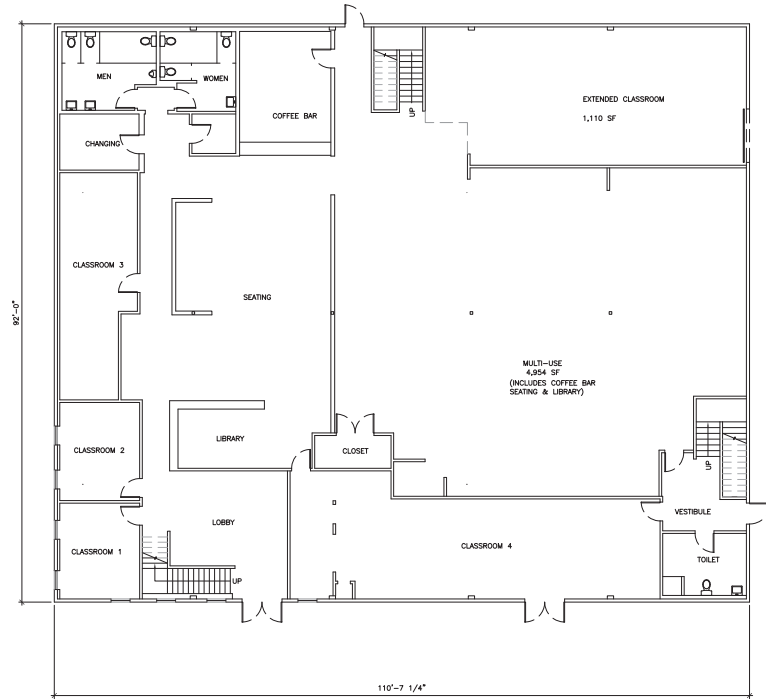
3375 EDISON EAST

BUILDING ELEVATIONS

1/8" = 1'-0"



SECOND FLOOR

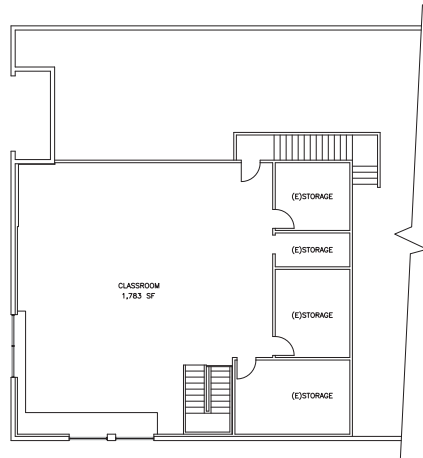


FIRST FLOOR

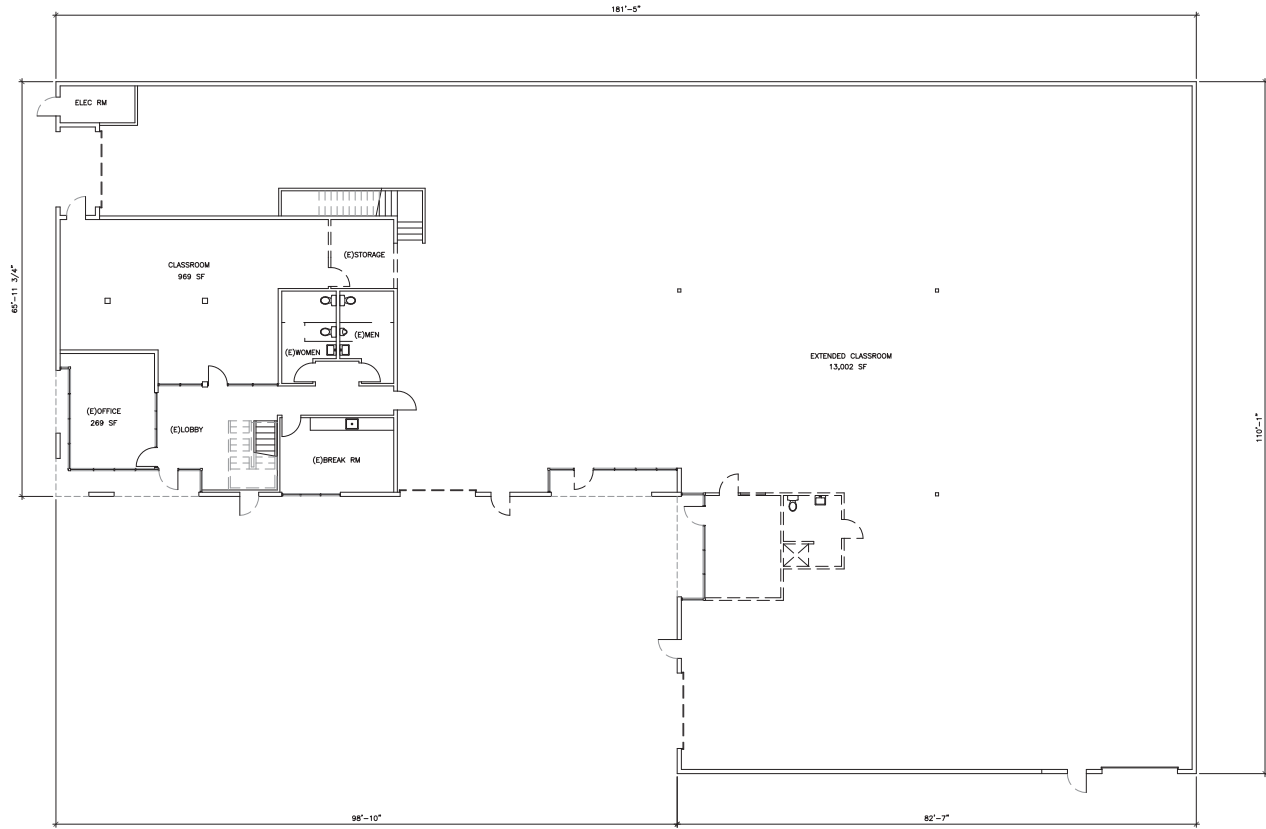
EXISTING FLOOR PLANS



<p>Tenant Improvements for  <b>Synapse School</b>          3345, 3355, 3375 &amp; 3425 Edison Way          Menlo Park California</p>	
<p><b>CRJ Architects, Inc.</b>          Architecture and Planning          2506 Bay Road, Suite C, Redwood City, CA 94063          Telephone: 650-750-9660</p>	
<p>3355 Edison          Floor Plans</p>	
<p>NO. 11</p>	<p>DATE 03/14</p>
<p>DATE 01/16</p>	<p>DATE 01/16</p>
<p><b>P-6</b></p>	
<p>10' = 1" - 0'</p>	



SECOND FLOOR



FIRST FLOOR

EXISTING FLOOR PLANS



NO.	DATE
<p>Tenant Improvements for  <b>Synapse School</b>          3345, 3355, 3375 &amp; 3425 Edison Way          Menlo Park, California</p>	
<p><b>CRJ Architects, Inc.</b>          2000 Hwy Food Court, Suite C, Redwood City, CA 94063          Telephone: 650-750-2500</p>	
<p>EXISTING 2345 EDISON FLOOR PLANS</p>	
REV	DATE
<p><b>P-7</b></p>	
SCALE	DATE
<p>1/8" = 1' = 0"</p>	

ATTACHMENT C.6

COUNTY OF SAN MATEO, PLANNING AND BUILDING DEPARTMENT

**NOTICE OF INTENT TO ADOPT  
MITIGATED NEGATIVE DECLARATION**

A notice, pursuant to the California Environmental Quality Act of 1970, as amended (Public Resources Code 21,000, et seq.), that the following project: *Synapse School Expansion*, when adopted and implemented, will not have a significant impact on the environment.

FILE NO.: PLN 2014-00295

MAR 30 2017

POSTING  
ONLY

OWNER: Anthony and Johnny Zanette; 3355 Edison Partners

APPLICANT: Synapse School, Attention: Karen McCown

BESZ DE LA VEGA

ASSESSOR'S PARCEL NOS.: 060-042-260 (3375, 3355, and 3345 Edison Way) and 060-042-240 (3425 Edison Way)

LOCATION: 3375, 3355, 3345, and 3425 Edison Way, North Fair Oaks (existing school operates at 3375 Edison Way)

PROJECT DESCRIPTION

The applicant is seeking a Non-Conforming Use Permit to expand the existing Synapse School facility located at 3375 Edison Way into the existing neighboring buildings at 3355, 3345, and 3425 Edison Way in the unincorporated area of North Fair Oaks. The proposed project includes the request for an off-street parking exception as part of the Non-Conforming Use Permit to reduce the number of on-site parking spaces from 144 spaces to 127 spaces. The "project site" is comprised of two parcels, Assessor's Parcel Numbers (APN) 060-042-260 and 060-042-240, totaling approximately 2.6 acres combined.

Synapse School is an existing private elementary and middle school serving grades kindergarten through 8th (K-8) located at 3375 Edison Way in North Fair Oaks. The existing school was established in 2010 under the County's determination that the school use was a compatible use in the applicable light industrial (M-1/Edison/NFO) Zoning District. The existing school operates in a 20,429 sq. ft. two-story building which is one of three freestanding buildings on parcel APN 060-042-260. Current student enrollment at the school is 220 students. The school year runs from August to June and operates during the weekday hours of 8:45 a.m. to 3:15 p.m. - 3:45 p.m.

The proposed project would allow Synapse School to expand into the 15,200 sq. ft. two-story building at 3355 Edison Way, formerly used as a child recreation center (UME), and a 18,036 sq. ft. two-story building at 3345 Edison Way, formerly used as a County storage facility, both located on the same parcel as the existing school building. The project would also allow expansion into a freestanding 17,338 sq. ft. two-story



building at 3425 Edison Way, located on the adjacent parcel to the east, APN 060-042-240. The building at 3425 Edison Way was formerly used for office space. All three additional buildings that Synapse School proposes to occupy are currently vacant. The entire project site is covered by impervious surface, except for a small fenced outdoor play yard along the rear property line, adjacent to building 3375 Edison Way. The proposed project will utilize all existing development covering the project site and does not propose to replace or expand any existing building footprints or paved areas. The expansion will increase the number of classrooms from 19 to 34 with remaining building square footages to be used for activities associated with the school, including administrative offices, lunch rooms, study areas, extended classroom/lab space, and multi-use common areas. Student capacity would be increased to a maximum of 260 students with the proposed expansion. Existing on-site parking consists of a main parking lot on APN 060-042-260 and two secondary parking lots running the length of the buildings at 3375 Edison Way and 3425 Edison Way. There are a total of 5 existing ingress/egress driveways onto the project site from Edison Way. Given the existing as-built conditions of the project site, there is minimal landscaping. However, trees exist along the perimeters of the project site. Exterior building façade changes are limited to upgrades necessary to comply with the current building codes.

The Synapse School will continue to serve grades K-8 with no additional grades proposed to be added by the project. The school proposes a modified daily schedule to mitigate for increased traffic generated by the school's expansion. See Section 16 of this Initial Study for discussion on traffic mitigation measures. The proposed daily schedule will involve staggering the daily start and end times by one hour based on grade levels with a group of grades starting at 7:45 a.m. and ending at 2:15 p.m. - 2:45 p.m., and a second group of grades remaining on the current daily schedule of 8:45 a.m. to 3:15 p.m. - 3:45 p.m. The two existing on-site pick-up/drop-off locations are intended to be maintained, one being at the entrance of the building at 3375 Edison Way and the other one at the rear side of the same building. Synapse School is proposing to utilize one of the secondary on-site parking lots, between the buildings at 3375 and 3425 Edison Way, as an additional outdoor recreation area for students after drop-off and before pick-up hours (as this secondary parking lot accommodates the rear pick-up/drop-off location previously mentioned).

#### FINDINGS AND BASIS FOR A NEGATIVE DECLARATION

The Current Planning Section has reviewed the initial study for the project and, based upon substantial evidence in the record, finds that:

1. The project will not adversely affect water or air quality or increase noise levels substantially.
2. The project will not have adverse impacts on the flora or fauna of the area.
3. The project will not degrade the aesthetic quality of the area.
4. The project will not have adverse impacts on traffic or land use.

5. In addition, the project will not:
  - a. Create impacts which have the potential to degrade the quality of the environment.
  - b. Create impacts which achieve short-term to the disadvantage of long-term environmental goals.
  - c. Create impacts for a project which are individually limited, but cumulatively considerable.
  - d. Create environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly.

The County of San Mateo has, therefore, determined that the environmental impact of the project is insignificant.

MITIGATION MEASURES included in the project to avoid potentially significant effects:

**Mitigation Measure 1:** Pursuant to the Bay Area Air Quality Management District's CEQA Guidelines (May 2011), the following Air Quality Best Management Practices shall be implemented throughout the duration of construction-related activities on the project site:

- a. Idling times shall be minimized either by shutting equipment or vehicles off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485, of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
- b. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications.
- c. Minimize the idling time of diesel powered construction equipment to two minutes.

**Mitigation Measure 2:** All staff members who drive to the school shall be required to park in the school's on-site parking lot.

**Mitigation Measure 3:** All 127 on-site parking spaces shall be appropriately striped. Striping marks shall be maintained in a clear and visible manner so that they are easily recognizable to drivers.

**Mitigation Measure 4:** Normal operation of the school shall not exceed 275 morning peak hour trips. The morning peak hour is defined as the highest one-hour period between 7:00 a.m. - 9:00 a.m. during which the maximum traffic generated by the school occurs.

The applicant shall retain a third-party traffic consultant to count the trip generation of the school, which would include counting the school driveways plus counting any school-related traffic that is dropping off students along Edison Way or any of its cross-streets. The third-party consultant will conduct the counts over three (3) weekdays

(a Tuesday, Wednesday, and/or Thursday) in October and March of each school year, excluding scheduled school holidays. The trip count shall be the average of the three weekday counts. Concurrent with the trip counts, the third-party traffic consultant shall conduct a queuing analysis for on-street queuing due to driveway back-up at the designated on-site pick-up/drop-off points for the school. The data from the traffic counts shall be submitted to the County of San Mateo Public Works Roadway Traffic Services Division and the Current Planning Section of the County of San Mateo Planning and Building Department in a report for review and acceptance. The County may also choose to conduct its own monitoring if desired.

If the monitoring shows that the trip cap is exceeded, then the applicant shall have 30 days to prepare and submit a Transportation Demand Management (TDM) Program that incorporates measures to reduce the number of trips below the trip cap, and shall have an additional 30 days to implement the TDM Program in order to bring the site into compliance with the trip cap. Measures included in the TDM Program may include, but shall not be limited to, staggering start times, adding shuttle buses, initiating a carpooling program, and offering staff incentives to take alternative transportation. A subsequent monitoring will be conducted by the County 30 days following implementation of the TDM Program. If the subsequent monitoring indicates that the site still exceeds the trip cap, then the applicant may need to resort to reducing student enrollment accordingly to bring the site into compliance with the trip cap. Non-compliance evidenced by the subsequent monitoring may also result in review of the use permit by the Planning Commission.

**Mitigation Measure 5:** The applicant shall provide, upon request by the County, shuttle bus logs for all shuttle buses serving the school. The shuttle logs shall show the number of students dropped off at the school site each day.

**Mitigation Measure 6:** The maximum student enrollment shall not exceed 260 students. The applicant shall submit an annual report stating the total number of students and staff attending or working at the school prior to the beginning of each school year. Any increase in student enrollment beyond 260 students shall require an amendment to the Non-Conforming Use Permit and shall require an updated Traffic Impact Analysis.

**Mitigation Measure 7:** The applicant shall install a left-turn refuge lane on Marsh Road, within the current roadway width, to improve the intersection operation.

**Mitigation Measure 8:** The school shall stagger the start and end times by one hour with 85 students starting one hour earlier during the 7:00 a.m. - 8:00 a.m. hour and ending during the 2:00 p.m. - 3:00 p.m. hour to reduce AM peak-hour trips.

**Mitigation Measure 9:** The school shall provide designated staff or parents to assist in the on-site management of drop-off and pick-up operations.

RESPONSIBLE AGENCY CONSULTATION

None

INITIAL STUDY

The San Mateo County Current Planning Section has reviewed the Environmental Evaluation of this project and has found that the probable environmental impacts are insignificant. A copy of the initial study is attached.

REVIEW PERIOD: March 30, 2017 through April 18, 2017

All comments regarding the correctness, completeness, or adequacy of this Negative Declaration must be received by the County Planning and Building Department, 455 County Center, Second Floor, Redwood City, no later than **5:00 p.m., April 18, 2017**.

CONTACT PERSON

Summer Burlison  
Project Planner, 650/363-363-1815  
[sburlison@smcgov.org](mailto:sburlison@smcgov.org)

  
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Summer Burlison, Project Planner

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County of San Mateo  
Planning and Building Department

**INITIAL STUDY  
ENVIRONMENTAL EVALUATION CHECKLIST**  
(To Be Completed by Planning Department)

1. **Project Title:** Synapse School Expansion
2. **County File Number:** PLN 2014-00295
3. **Lead Agency Name and Address:** County of San Mateo Planning and Building Department, 455 County Center, 2nd Floor, Redwood City, CA 94063
4. **Contact Person and Phone Number:** Summer Burlison, Project Planner; 650/363-1815 or [sburlison@smcgov.org](mailto:sburlison@smcgov.org)

5. **Project Location:** 3375, 3355, 3345, and 3425 Edison Way, North Fair Oaks (existing school operates at 3375 Edison Way)

6. **Assessor's Parcel Numbers and Sizes of Parcel:**

Assessor's Parcel Number	Parcel Size (approx.)	Address
060-042-260	1.98 acres	3375, 3355, 3345 Edison Way
060-042-240	0.64 acres	3425 Edison Way

7. **Project Sponsor's Name and Address:** Synapse School, Attention: Karen McCown, 3375 Edison Way, Redwood City, CA 94063
8. **General Plan Designation:** Industrial Mixed Use
9. **Zoning:** Light Industrial/Edison/North Fair Oaks (M-1/Edison/NFO)
10. **Description of the Project:** The applicant is seeking a Non-Conforming Use Permit to expand the existing Synapse School facility located at 3375 Edison Way into the existing neighboring buildings at 3355, 3345, and 3425 Edison Way in the unincorporated area of North Fair Oaks. The proposed project includes the request for an off-street parking exception as part of the Non-Conforming Use Permit to reduce the number of on-site parking spaces from 144 spaces to 127 spaces. The "project site" is comprised of two parcels, Assessor's Parcel Numbers (APN) 060-042-260 and 060-042-240, totaling approximately 2.6 acres combined. See Section 6 above for corresponding addresses.

Synapse School is an existing private elementary and middle school serving grades kindergarten through 8th (K-8) located at 3375 Edison Way in North Fair Oaks. The existing school was established in 2010 under the County's determination that the school use was a compatible use in the applicable light industrial (M-1/Edison/NFO) Zoning District. The existing school operates in a 20,429 sq. ft. two-story building which is one of three freestanding buildings on parcel APN 060-042-260. Current student enrollment at the school is

220 students. The school year runs from August to June and operates during the weekday hours of 8:45 a.m. to 3:15 p.m. - 3:45 p.m.

The proposed project would allow Synapse School to expand into the 15,200 sq. ft. two-story building at 3355 Edison Way, formerly used as a child recreation center (UME), and the 18,036 sq. ft. two-story building at 3345 Edison Way, formerly used as a County storage facility, both located on the same parcel as the existing school building. The project would also allow expansion into a freestanding 17,338 sq. ft. two-story building at 3425 Edison Way, located on the adjacent parcel to the east, APN 060-042-240. The building at 3425 Edison Way was formerly used for office space. All three additional buildings that Synapse proposes to occupy are currently vacant. The entire project site is covered by impervious surface, except for a small fenced outdoor play yard along the rear property line, adjacent to the building at 3375 Edison Way. The proposed project will utilize all existing development covering the project site and does not propose to replace or expand any existing building footprints or paved areas. The expansion will increase the number of classrooms from 19 to 34 with remaining building square footages to be used for activities associated with the school, including administrative offices, lunch rooms, study areas, extended classroom/lab space, and multi-use common areas. Student capacity would be increased to a maximum of 260 students with the proposed expansion. Existing on-site parking consists of a main parking lot on APN 060-042-260 and two secondary parking lots running the length of buildings 3375 Edison Way and 3425 Edison Way. There are a total of 5 existing ingress/egress driveways onto the project site from Edison Way. Given the existing as-built conditions of the project site, there is minimal landscaping. However, trees exist along the perimeters of the project site. Exterior building façade changes are limited to upgrades necessary to comply with current building codes.

The Synapse School will continue to serve grades K-8 with no additional grades proposed to be added by the project. The school proposes a modified daily schedule to mitigate for increased traffic generated by the school's expansion. See Section 16 of this Initial Study for discussion on traffic mitigation measures. The proposed daily schedule will involve staggering the daily start and end times by one hour based on grade levels with a group of grades starting at 7:45 a.m. and ending at 2:15 p.m. - 2:45 p.m. and a second group of grades remaining on the current daily schedule of 8:45 a.m. to 3:15 p.m. - 3:45 p.m. The two existing on-site pick-up/drop-off locations are intended to be maintained, one being at the entrance of the building at 3375 Edison Way and the other at the rear side of the same building. Synapse School is proposing to utilize one of the secondary on-site parking lots, between the buildings at 3375 and 3425 Edison Way, as an additional outdoor recreation area for students after drop-off and before pick-up hours (as this secondary parking lot accommodates the rear pick-up/drop-off location previously mentioned).

11. **Surrounding Land Uses and Setting:** The project site is located within the densely developed urban community of North Fair Oaks. The project parcels are among a row of developed parcels zoned M-1/Edison/NFO (Light Industrial/Edison/North Fair Oaks). Surrounding uses include the Southern Pacific Railroad tracks to the adjacent north, with residential development beyond; the Riekes Center (for human enhancement) to the east, with office, research, and technology businesses beyond; a multi-tenant light industrial development to the west, with 5th Avenue and SportsHouse beyond; and single-family residences to the south, across Edison Way.
12. **Other Public Agencies Whose Approval is Required:** None

## ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a “Potentially Significant Impact” or “Significant Unless Mitigated” as indicated by the checklist on the following pages.

	Aesthetics		Climate Change		Population/Housing
	Agricultural and Forest Resources	X	Hazards and Hazardous Materials		Public Services
X	Air Quality		Hydrology/Water Quality		Recreation
	Biological Resources	X	Land Use/Planning	X	Transportation/Traffic
	Cultural Resources		Mineral Resources	X	Utilities/Service Systems
	Geology/Soils		Noise		Mandatory Findings of Significance

## EVALUATION OF ENVIRONMENTAL IMPACTS

1. A brief explanation is required for all answers except “No Impact” answers that are adequately supported by the information sources a lead agency cites. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A “No Impact” answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
2. All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
3. Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.
4. “Negative Declaration: Less Than Significant with Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact.” The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from “Earlier Analyses,” as described in 5. below, may be cross-referenced).
5. Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration (Section 15063(c)(3)(D)). In this case, a brief discussion should identify the following:
  - a. Earlier Analysis Used. Identify and state where they are available for review.

- b. Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
  - c. Mitigation Measures. For effects that are “Less Than Significant with Mitigation Measures Incorporated,” describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
6. Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
7. Supporting Information Sources. Sources used or individuals contacted should be cited in the discussion.

1. <b>AESTHETICS.</b> Would the project:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
1.a. Have a significant adverse effect on a scenic vista, views from existing residential areas, public lands, water bodies, or roads?				X
<p><b>Discussion:</b> The project site is located in the flat, densely developed urban community of North Fair Oaks. The project would utilize existing development on the project parcels with minimal changes to the exterior building facades and site. Therefore, the project would not result in any view changes from the nearby residential area on the south side of Edison Way or adjacent roadway. Furthermore, there are no scenic vistas, public lands, or water bodies within view of the project site.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				
1.b. Significantly damage or destroy scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?				X
<p><b>Discussion:</b> The project site is located in the flat, densely developed urban community of North Fair Oaks and proposes to utilize existing development on the project parcels. The area does not contain any scenic resources for which the project would have the potential to damage or destroy.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				



1.c. Significantly degrade the existing visual character or quality of the site and its surroundings, including significant change in topography or ground surface relief features, and/or development on a ridgeline?				X
<p><b>Discussion:</b> The project site is located in the densely developed urban community of North Fair Oaks. The project parcels consist of flat, developed parcels that are part of the existing built community environment. The project proposes to utilize existing buildings and site improvements with minimal exterior changes. Therefore, the project would not cause degradation of the existing visual character or quality of the site or surrounding area.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				
1.d. Create a new source of significant light or glare that would adversely affect day or nighttime views in the area?			X	
<p><b>Discussion:</b> The project proposes to increase student enrollment and staffing, which would generate an increase in traffic associated with the school use. However, the increase in traffic would be incremental and primarily limited to weekday daytime hours along public roadways. Therefore, the project is not expected to introduce significant new sources of light or glare to the area that would affect day or nighttime views. Furthermore, the project proposes to utilize existing development on the project parcels with minimal exterior changes, thus, not to generate any new sources of significant light or glare.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				
1.e. Be adjacent to a designated Scenic Highway or within a State or County Scenic Corridor?				X
<p><b>Discussion:</b> According to the County of San Mateo General Plan Scenic Corridors Map, the project site is not adjacent to a designated Scenic Highway or within a State or County Scenic Corridor.</p> <p><b>Source:</b> County of San Mateo General Plan, Scenic Corridors Map.</p>				
1.f. If within a Design Review District, conflict with applicable General Plan or Zoning Ordinance provisions?				X
<p><b>Discussion:</b> The project site is not located within a Design Review District, pursuant to the County of San Mateo Zoning Map.</p> <p><b>Source:</b> County of San Mateo, Zoning Map.</p>				
1.g. Visually intrude into an area having natural scenic qualities?				X
<p><b>Discussion:</b> The project area does not contain any natural scenic qualities due to the site being located in the flat, densely urbanized community of North Fair Oaks.</p> <p><b>Source:</b> Project Location.</p>				

**2. AGRICULTURAL AND FOREST RESOURCES.** In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the State's inventory of forestland, including the Forest and Range Assessment Project and the Forest Legacy Assessment Project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:

	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
2.a. For lands outside the Coastal Zone, convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland) as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?				X

**Discussion:** The project site is located in a light industrial zoned district of the densely developed urban area and therefore does not involve farmland.  
**Source:** Project Location; County of San Mateo, Zoning Map.

2.b. Conflict with existing zoning for agricultural use, an existing Open Space Easement, or a Williamson Act contract?				X
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**Discussion:** The project site is located in a light industrial zoned district of the densely developed urban area. The project parcels are not encumbered by an open space easement or Williamson Act contract.  
**Source:** Project Location; County of San Mateo, Zoning Map.

2.c. Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forestland to non-forest use?				X
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**Discussion:** The project site is located in a light industrial zoned district of the densely developed urban area. Therefore, the project would not result in the conversion of Farmland or forestland.  
**Source:** Project Location; County of San Mateo, Zoning Map.

<p>2.d. For lands within the Coastal Zone, convert or divide lands identified as Class I or Class II Agriculture Soils and Class III Soils rated good or very good for artichokes or Brussels sprouts?</p>				X
<p><b>Discussion:</b> The project site is not located within the coastal zone.  <b>Source:</b> Project Location; County of San Mateo, Zoning Map.</p>				
<p>2.e. Result in damage to soil capability or loss of agricultural land?</p>				X
<p><b>Discussion:</b> The project site is located in a light industrial zoned district and would utilize existing development on the project parcels. The project is not expected to require any temporary or long-term ground disturbing activities that could damage soils.  <b>Source:</b> Project Plans.</p>				
<p>2.f. Conflict with existing zoning for, or cause rezoning of, forestland (as defined in Public Resources Code Section 12220(g)), timberland (as defined by Public Resources Code Section 4526), or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))?</p> <p><i>Note to reader: This question seeks to address the economic impact of converting forestland to a non-timber harvesting use.</i></p>				X
<p><b>Discussion:</b> The project site is located in a light industrial zoned district of the densely developed urban area. Therefore, the project would not conflict with any existing zoning for forestland, timberland, or timberland zoned Timberland Production.  <b>Source:</b> Project Location; County of San Mateo, Zoning Map.</p>				

3. **AIR QUALITY.** Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:

	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
3.a. Conflict with or obstruct implementation of the applicable air quality plan?			X	

**Discussion:** The Bay Area 2010 Clean Air Plan (CAP), developed by the Bay Area Air Quality Management District (BAAQMD), is the applicable air quality plan for San Mateo County. The CAP was created to improve Bay Area air quality and to protect public health and the climate by providing a control strategy for reducing ozone, particulate matter, air toxics, and greenhouse gases and established emission control measures to be adopted during between 2010 and 2020.

The project will not conflict with or obstruct the implementation of the BAAQMD's 2010 CAP as the project proposes minimal exterior physical or operational changes. Once completed, the expanded use will generate an increase in traffic; however, the California Air Resources Board (CARB) provides regulation over motor vehicle emissions in the State of California to ensure that operating emissions are minimized in the effort toward reaching attainment for Ozone, among other goals.

**Source:** Bay Area Air Quality Management District 2010 Clean Air Plan; Project Plans; California Air Resources Board.

3.b. Violate any air quality standard or contribute significantly to an existing or projected air quality violation?		X		
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**Discussion:** While the project involves minimal exterior building changes and no other site grading/work that would generate dust, the existing buildings will require interior renovation work to convert the building spaces from office, storage, and child recreation area (former uses) to uses associated with the proposed school use areas. During implementation of the project, air emissions will be generated from construction equipment and construction worker vehicles; however, use of construction equipment will be temporary and limited primarily to indoor use.

The BAAQMD has established thresholds of significance for construction emissions. As defined in the BAAQMD's 1999<sup>1</sup> CEQA Guidelines, the BAAQMD does not require quantification of construction emissions due to the number of variables that can impact the calculation of construction emissions. Instead, the BAAQMD emphasizes implementation of all feasible control measures to minimize emissions from construction activities. The BAAQMD provides a list of construction-related control measures that they have determined to significantly reduce construction-related air emissions to a less than significant level. These applicable control measures have been combined into Mitigation Measure 1 below:

**Mitigation Measure 1:** Pursuant to the Bay Area Air Quality Management District's CEQA Guidelines (May 2011), the following Air Quality Best Management Practices shall be implemented

<sup>1</sup> Thresholds of Significance are from the BAAQMD's 1999 CEQA Guidelines since the BAAQMD's last adopted 2010 Thresholds of Significance are currently under appeal by the BAAQMD with the California Supreme Court related to the BAAQMD's failure to comply with CEQA when adopting the Thresholds. Until this appeal is decided upon, the BAAQMD identifies that lead agencies may continue to rely on the Air District's 1999 Thresholds of Significance and make determinations regarding the significance of an individual project's air quality impacts based on the substantial evidence in the record for that project.

throughout the duration of construction-related activities on the project site:

- a. Idling times shall be minimized either by shutting equipment or vehicles off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485, of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
- b. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications.
- c. Minimize the idling time of diesel powered construction equipment to two minutes.

Furthermore, continued operation and expansion of the school would not result in the violation of an air quality standard. The project proposes to utilize 50,574 sq. ft. of former office, storage, and child recreation space (divided up between three existing buildings) to expand the current school facility that currently operates in a 20,429 sq. ft. building. While the expanded school use will generate an increase in daily traffic (as mentioned in Section 3.a. above), vehicle emissions in California are regulated by the California Air Resources Board. Therefore, the project would not generate a significant increase in operational emission levels that would not violate any air quality standard.

**Source:** BAAQMD CEQA Guidelines, December 1999; BAAQMD CEQA Guidelines, May 2011; Project Plans; California Air Resources Board.

3.c. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable Federal or State ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?		X		
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**Discussion:** The Bay Area Air Basin is designated as non-attainment for Ozone, Particulate Matter (PM<sub>10</sub>), and Particulate Matter - Fine (PM<sub>2.5</sub>)<sup>2</sup>, according to the BAAQMD. Therefore, any increase in these criteria pollutants is significant. Implementation of the project will generate temporary increases in these criteria pollutants due to construction vehicle emissions and use of construction equipment for renovation work proposed for the existing buildings. However, planning such increases would be temporary and localized. Mitigation Measure 1 in Section 3.b. will minimize increases in non-attainment criteria pollutants generated from construction-related emissions to a less than significant level.

**Source:** BAAQMD Air Quality Standards and Attainment Status, URL (2017); Project Plans.

3.d. Expose sensitive receptors to significant pollutant concentrations, as defined by BAAQMD?		X		
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<sup>2</sup> On January 9, 2013, the Environmental Protection Agency (EPA) issued a final rule determining that the Bay Area attains the 24-hour PM<sub>2.5</sub> national standard. However, despite this action by the EPA, the Bay Area will continue to be designated as "non-attainment" until the Air District submits a "re-designation request" and a "maintenance plan" to the EPA, and the EPA approves the proposed re-designation.

**Discussion:** According to the BAAQMD, sensitive receptors are defined as facilities and land uses that include members of the population that are particularly sensitive to the effects of air pollutants (i.e., children, the elderly, and people with illnesses), such as schools, hospitals, and residential areas. By definition, the students attending the school are considered sensitive receptors, as are the residents in the neighborhood. However, construction-related activities associated with renovating the existing buildings for school use will occur during the summer months while school is out of session and will be primarily limited to interior work within the buildings. Furthermore, see staff's discussion in Section 3.b. above regarding increased construction-related traffic and the proposed mitigation to reduce construction-related air emissions to a less than significant level.

**Source:** BAAQMD CEQA Guidelines, May 2011; Project Plans.

3.e. Create objectionable odors affecting a significant number of people?				X
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**Discussion:** Implementation of the project requires the interior renovation of existing buildings for the proposed (expanded) school use with minimal exterior work to generate objectionable odors. Furthermore, the long-term operation of the school will not generate any odors that could affect significant numbers of people in the area.

**Source:** Project Plans; Project Location.

3.f. Generate pollutants (hydrocarbon, thermal odor, dust or smoke particulates, radiation, etc.) that will violate existing standards of air quality on-site or in the surrounding area?		X		
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**Discussion:** See staff's discussion in Section 3.b. and 3.c. above.

**Source:** See referenced sources in Section 3.b. and 3.c. above.

**4. BIOLOGICAL RESOURCES.** Would the project:

	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
4.a. Have a significant adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?				X

<p><b>Discussion:</b> The project site is in a light industrial zoned district of the densely developed urban community of North Fair Oaks. The project parcels are surrounded by light industrial and residential development. Given the existing built-environment of the North Fair Oaks area and upon review of the County's General Plan Sensitive Habitats Map, there are no sensitive habitats on the project site or in the near vicinity. Furthermore, the project proposes to utilize the existing built conditions of the project parcels and will not modify the existing development footprints.</p> <p><b>Source:</b> County of San Mateo General Plan, Sensitive Habitats Map; Project Location.</p>					
4.b.	Have a significant adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?				X
<p><b>Discussion:</b> There are no riparian habitats or other sensitive natural communities located on the project site. See staff's discussion in Section 4.a. above.</p> <p><b>Source:</b> County of San Mateo General Plan, Sensitive Habitats Map; Project Location.</p>					
4.c.	Have a significant adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?				X
<p><b>Discussion:</b> There are no wetlands located on the project site or within the project vicinity as the project site is located in a densely urbanized community and the project parcels are entirely built-out.</p> <p><b>Source:</b> Project Location.</p>					
4.d.	Interfere significantly with the movement of any native resident or migratory fish or wildlife species or with established native resident migratory wildlife corridors, or impede the use of native wildlife nursery sites?				X
<p><b>Discussion:</b> The project site is located in a densely developed urban community. Given the existing built-environment of the surrounding area, the project would not interfere with the movement of any fish or wildlife species or corridors, nor is the project in the vicinity of any wildlife nursery sites. Furthermore, see staff's discussion in Section 4.a. above.</p> <p><b>Source:</b> Project Location.</p>					

4.e. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance (including the County Heritage and Significant Tree Ordinances)?				X
<p><b>Discussion:</b> The project site is located in a densely urbanized area and contains no biological resources as the entire project parcels contain development. The project proposes to utilize existing development on the project parcels and does not propose the removal of any trees.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				
4.f. Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Conservation Community Plan, other approved local, regional, or State habitat conservation plan?				X
<p><b>Discussion:</b> There are no adopted Habitat Conservation Plans, Natural Conservation Community Plans, or other approved local, regional, or State habitat conservation plans for the project site or nearby vicinity.</p> <p><b>Source:</b> California Department of Fish and Wildlife, Habitat Conservation Planning, California Regional Conservation Plans Map.</p>				
4.g. Be located inside or within 200 feet of a marine or wildlife reserve?				X
<p><b>Discussion:</b> The project is not located inside or within 200 feet of a marine or wildlife reserve.</p> <p><b>Source:</b> U.S. Fish and Wildlife Services, National Wildlife Refuge System Locator.</p>				
4.h. Result in loss of oak woodlands or other non-timber woodlands?				X
<p><b>Discussion:</b> The project site does not support oak woodlands or other non-timber woodlands as the project site is located in a densely developed urban community.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				



5. CULTURAL RESOURCES. Would the project:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
5.a. Cause a significant adverse change in the significance of a historical resource as defined in CEQA Section 15064.5?				X
<p><b>Discussion:</b> The project will not cause an adverse change in any historical resource as the project proposes to utilize existing on-site development that was constructed within the last 25 years. Furthermore, the project sites and existing buildings are not listed on any local or state historical registers.</p> <p><b>Source:</b> Project Location; Project Plans; San Mateo County General Plan, Overview Background and Issues, Chapter 5: Historical and Archaeological Resources; California State Parks Office of Historic Preservation.</p>				
5.b. Cause a significant adverse change in the significance of an archaeological resource pursuant to CEQA Section 15064.5?				X
<p><b>Discussion:</b> The project will not cause an adverse change in any archaeological resource as the project proposes to utilize existing on-site development that was constructed within the last 25 years. Furthermore, no new ground disturbance is necessary to implement or operate the proposed project.</p> <p><b>Source:</b> Project Location; Project Plans; San Mateo County General Plan, Overview Background and Issues, Chapter 5: Historical and Archaeological Resources.</p>				
5.c. Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?				X
<p><b>Discussion:</b> The project parcels are entirely developed urban lots in a densely urbanized area. The project does not include any ground disturbing activities that would have the potential to destroy a paleontological resource or site or unique geological feature.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				
5.d. Disturb any human remains, including those interred outside of formal cemeteries?				X
<p><b>Discussion:</b> The project parcels are entirely developed urban lots in a densely urbanized area. The project does not include any ground disturbing activities that would have the potential to uncover any human remains.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				

6. GEOLOGY AND SOILS. Would the project:				
	Potentially Significant Impacts	Significant Unless Mitigated	Less Than Significant Impact	No Impact
6.a. Expose people or structures to potential significant adverse effects, including the risk of loss, injury, or death involving the following, or create a situation that results in:				
i. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other significant evidence of a known fault?  <i>Note: Refer to Division of Mines and Geology Special Publication 42 and the County Geotechnical Hazards Synthesis Map.</i>			X	
<p><b>Discussion:</b> The San Andreas Fault system is the nearest significant fault to the project site. An earthquake on this fault system would have the potential to generate intense seismic shaking in the entire San Francisco Bay region including at the project site. According to review of the State Division of Mines and Geology Special Studies Zones Map, the project site is not located in or near a mapped Alquist-Priolo Earthquake Fault Zone or special study area where fault rupture is likely to occur. The project proposes to continue use of a K-8 school and allow for expansion of the school into three (3) existing neighboring buildings that were formerly used for office, storage, and child recreation. Since the project is considered to change the occupancy classification of the existing buildings, seismic upgrades will be required in compliance with the California Building Code. Furthermore, the project itself is not expected to generate rupture of an earthquake fault. Therefore, no further mitigation is required beyond compliance with the California Building Code.</p> <p><b>Source:</b> State of California, Division of Mines and Geology, Special Studies Zones Map, Palo Alto Quadrangle, July 1, 1974; Project Plans.</p>				
ii. Strong seismic ground shaking?			X	
<p><b>Discussion:</b> See staff's discussion in Section 6.a.i. above.</p> <p><b>Source:</b> See referenced sources in Section 6.a.i. above.</p>				
iii. Seismic-related ground failure, including liquefaction and differential settling?			X	
<p><b>Discussion:</b> According to a geotechnical report of the project site prepared by BAGG Engineers, the project site is located in a liquefaction hazard zone where the effects of liquefaction could result in up to 1.2 inches of ground settlement. Furthermore, BAGG Engineers estimates differential settlements to be approximately 2/3 the total settlement between columns during a design level seismic event. That being said, the geotechnical report identifies that the structural engineer should</p>				

confirm that the existing foundations and building structures can accommodate such movements. All proposed renovation work is required to obtain a building permit. The building permit plan check process will ensure that the structural engineer has accounted for the identified differential settlement associated with the project site.

**Source:** Geotechnical Engineering Investigation, BAGG Engineers, April 2016.

iv. Landslides?				X
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**Discussion:** The project parcels have been designated as areas with Landslide Susceptibility I based on information gathered from the U.S. Geological Survey. Such areas have the lowest susceptibility to soil instability and a decreased potential for occurrences of landslides. Furthermore, the project parcels are in a flat, urbanized area where landslides are not a concern.

**Source:** United States Geological Survey, Landslide Susceptibility Map (for San Mateo County); Project Location.

v. Coastal cliff/bluff instability or erosion?				X
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*Note to reader: This question is looking at instability under current conditions. Future, potential instability is looked at in Section 7 (Climate Change).*

**Discussion:** The project site is not located on a coastal cliff or bluff.

**Source:** Project Location.

6.b. Result in significant soil erosion or the loss of topsoil?				X
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**Discussion:** The project proposes to utilize existing development on the project parcels. No ground disturbing construction-related activities are proposed that would result in soil erosion or the loss of topsoil.

**Source:** Project Plans.

6.c. Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, severe erosion, liquefaction or collapse?			X	
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**Discussion:** Despite the project parcels being in a flat, developed area, the project site consists of expansive soils and is in a liquefaction hazard zone making the project site subject to differential settlement as discussed in Section 6.a.iii. All proposed renovation work is required to obtain a building permit. The building permit plan check process will ensure that the existing buildings are in compliance with the recommendations of the applicable geotechnical report and the California Building Codes relative to expansive soils and liquefaction such that the project is not impacted by, or result in impacts from, expansive soils or liquefaction.

**Source:** Geotechnical Engineering Investigation, BAGG Engineers, April 2016.

6.d. Be located on expansive soil, as noted in the 2010 California Building Code, creating significant risks to life or property?			X	
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**Discussion:** The County of San Mateo is in a geological area that contains expansive soils such as clay loam and alluvial fans. Particularly, the project site consists of clay and sandy soils. All proposed renovation work is required to obtain a building permit. The building permit plan check process will ensure that the existing buildings are modified, as necessary, to resist the effects of expansive soils.

**Source:** Geotechnical Engineering Investigation, BAGG Engineers, April 2016.

6.e. Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?				X
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**Discussion:** The project parcels will continue to be served by the Fair Oaks Sewer Maintenance District, managed by the County of San Mateo Department of Public Works (DPW). Therefore, the project does not require the use of a septic system or alternative wastewater disposal system. Furthermore, the County Department of Public Works has provided conditional approval of the project.

**Source:** Project Location; County of San Mateo Department of Public Works, Fair Oaks Sewer Maintenance District.

**7. CLIMATE CHANGE.** Would the project:

	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
7.a. Generate greenhouse gas (GHG) emissions (including methane), either directly or indirectly, that may have a significant impact on the environment?			X	

**Discussion:** The project will generate a temporary increase in GHG emissions from construction vehicles and equipment. However, any such emissions would be limited to a short duration of time during construction. Construction vehicles are subject to California Air Resources Board emission standards, and the construction equipment will primarily be used indoors for the renovation of existing buildings. Furthermore, Mitigation Measure 1 in Section 3.b. will help to further minimize any temporary increases in GHG emissions during construction. Furthermore, as discussed in Section 3.a. and 3.b. above, operation of the school will generate an increase in traffic; however, the California Air Resources Board (CARB) provides regulation over motor vehicle emissions in the State of California to ensure that operating emissions are minimized.

**Source:** Bay Area Air Quality Management District 2010 Clean Air Plan; Project Plans; California Air Resources Board.

7.b. Conflict with an applicable plan (including a local climate action plan), policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?				X
<p><b>Discussion:</b> The County of San Mateo's adopted Energy Efficiency Climate Action Plan (EECAP) provides strategies for reducing GHG emissions to eleven areas of focus including Residential Energy Efficiency, Commercial and Industrial Energy Efficiency, Green Building Ordinance, Renewable Energy, Transportation, Alternative Fuels, Waste Diversion, Water Efficiency, Sustainable Agriculture Practices, Off-Road Technology, and Sequestration. Of these categories, the project includes reuse of the existing buildings by renovating them from their former uses as office, storage, and child recreation to uses in support of the school's expansion (i.e., classrooms, lab space, administrative offices). Building renovations will require to be in compliance with mandatory California Green Building Standards and California Energy Codes. Additionally, the project proposes to continue and expand the use of school shuttles for students and staff to reduce vehicle miles traveled and to continue encouraging carpooling. The reduced number of on-site parking spaces (127) relative to the number of parking spaces required (144), pursuant to the County's Parking Regulations (<i>Chapter 3 of the County's Zoning Regulations</i>), and the limited availability of street parking along Edison Way during business hours indirectly encourage students and staff to use alternative modes of transportation, such as school shuttles or carpool. Therefore, the project will not conflict with applicable plans adopted for the purpose of reducing GHG emissions.</p> <p><b>Source:</b> County of San Mateo Energy Efficiency Climate Action Plan; Project Plans.</p>				
7.c. Result in the loss of forestland or conversion of forestland to non-forest use, such that it would release significant amounts of GHG emissions, or significantly reduce GHG sequestering?				X
<p><b>Discussion:</b> The project site is located in a light industrial zoned district of the densely developed North Fair Oaks community and therefore will not have any impact on forestlands.</p> <p><b>Source:</b> Project Location.</p>				
7.d. Expose new or existing structures and/or infrastructure (e.g., leach fields) to accelerated coastal cliff/bluff erosion due to rising sea levels?				X
<p><b>Discussion:</b> The project site is not located near a coastal cliff or bluff. Furthermore, based on bayshore inundation maps prepared as part of the County of San Mateo Sea Change Program that considers the potential for both shoreline overtopping and sea level rise, the project site will not be affected by, or have any impact on, sea level rise.</p> <p><b>Source:</b> Project Location; County of San Mateo Sea Change, Bayshore Inundation Maps.</p>				

7.e.	Expose people or structures to a significant risk of loss, injury or death involving sea level rise?				X
<p><b>Discussion:</b> See staff's discussion in Section 7.d. above.</p> <p><b>Source:</b> See referenced sources in Section 7.d. above.</p>					
7.f.	Place structures within an anticipated 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				X
<p><b>Discussion:</b> The project site is not located within a 100-year flood hazard area.</p> <p><b>Source:</b> Federal Emergency Management Agency, Flood Insurance Rate Map, Community Panel 06081C0302E, effective October 16, 2012.</p>					
7.g.	Place within an anticipated 100-year flood hazard area structures that would impede or redirect flood flows?				X
<p><b>Discussion:</b> See staff's discussion in Section 7.f. above.</p> <p><b>Source:</b> See referenced source in Section 7.f. above.</p>					

<b>8. HAZARDS AND HAZARDOUS MATERIALS.</b> Would the project:					
		<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
8.a.	Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials (e.g., pesticides, herbicides, other toxic substances, or radioactive material)?			X	
<p><b>Discussion:</b> The project proposes to renovate existing buildings that were formerly used for office, storage, and child recreation to accommodate expansion of the existing school use located at 3375 Edison Way. The buildings that will be utilized for the school's expansion were constructed in the early 1990s, when friable asbestos products and lead-based paint were not commonly used in construction. Therefore, the proposed building renovations are not expected to involve the transport, use, or dispose of hazardous materials.</p> <p>It is expected that the school would use and store cleaning and maintenance supplies for the facilities; however, any such supplies would be limited in quantity and are expected to be commonly used supplies for general cleaning and maintenance purposes. Therefore, the project's long-term operation would not result in the introduction of significantly hazardous materials.</p>					

<b>Source:</b> Project Plans; County of San Mateo Permit Records.					
8.b.	Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?				X
<b>Discussion:</b> See staff's discussion in Section 8.a. above and Section 8.d. below.					
<b>Source:</b> See referenced sources in Section 8.a. above and Section 8.d. below.					
8.c.	Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?			X	
<b>Discussion:</b> Despite the project site's existing and proposed use as a school, the school will not emit any hazardous emissions. See staff's discussion in Section 8.a. above.					
<b>Source:</b> Project Plans.					
8.d.	Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?				X
<b>Discussion:</b> The project site is not considered a hazardous material site, according to the latest Hazardous Waste and Substance Site List posted by the California Department of Toxic Substances Control (mandated by Government Code Section 65962.5). Furthermore, according to review of the State Water Resources Control Board GeoTracker which tracks regulatory data and databases for Leaking Underground Storage Tanks (LUST) cleanup sites, Cleanup Program Sites (formerly known as Spills, Leaks, Investigations, and Cleanups sites), and Land Disposal Sites among other types of potentially hazard sites, the nearest open cleanup site (for soil and groundwater contamination) is over 1,000 ft. to the east of the project parcels. Therefore, the project will not be located on a hazardous materials site.					
<b>Source:</b> California Department of Toxic Substances Control, Hazardous Waste and Substances Site List; State Water Resources Control Board, GeoTracker.					
8.e.	For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, result in a safety hazard for people residing or working in the project area?				X
<b>Discussion:</b> The project site is not located within an airport land use plan or within 2 miles of a public airport.					
<b>Source:</b> Project Location.					

8.f. For a project within the vicinity of a private airstrip, result in a safety hazard for people residing or working in the project area?				X
<p><b>Discussion:</b> The project site is not located within the vicinity of any known private airstrip.</p> <p><b>Source:</b> Project Location.</p>				
8.g. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?		X		
<p><b>Discussion:</b> The project consists of the continued operation of an existing K-8 private school, along with the school's expansion into additional existing buildings on private property. The project does not propose any changes to the footprint of the existing development. While the proposed school expansion will result in an increase in traffic as student enrollment and staffing increases, a traffic impact analysis for the project has been completed and mitigation measures recommended to reduce any traffic-related impacts to a less than significant level for the area, thus, reducing any physical interferences with emergency response or evacuation plans for the area to a less than significant level. See Section 16 for discussion of traffic impacts and recommended mitigation measures.</p> <p><b>Source:</b> Project Plans; Final Traffic Impact Analysis for Synapse School Expansion, prepared by Hexagon Transportation Consultants, Inc., dated January 19, 2016.</p>				
8.h. Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?				X
<p><b>Discussion:</b> The project site is in the densely urbanized area of North Fair Oaks and therefore not in close proximity to any wildlands.</p> <p><b>Source:</b> Project Location.</p>				
8.i. Place housing within an existing 100-year flood hazard area as mapped on a Federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?				X
<p><b>Discussion:</b> The project area is not located within a 100-year flood hazard area and does not propose any housing.</p> <p><b>Source:</b> County of San Mateo General Plan, Natural Hazards Map; Federal Emergency Management Agency, Flood Insurance Rate Map, Community Panel 06081C0302E, effective October 16, 2012.</p>				



8.j.	Place within an existing 100-year flood hazard area structures that would impede or redirect flood flows?				X
<p><b>Discussion:</b> See staff's discussion in Section 8.i. above.</p> <p><b>Source:</b> See referenced sources in Section 8.i. above.</p>					
8.k.	Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?				X
<p><b>Discussion:</b> According to FEMA flood maps and the County's General Plan Natural Hazards Map, the project parcels are not within an area that could be impacted by flooding as a result of the failure of a dam or levee.</p> <p><b>Source:</b> Project Location; County of San Mateo General Plan, Natural Hazards Map; Federal Emergency Management Agency, Flood Insurance Rate Map, Community Panel 06081C0302E, effective October 16, 2012.</p>					
8.l.	Inundation by seiche, tsunami, or mudflow?				X
<p><b>Discussion:</b> According to the San Mateo County General Plan Natural Hazards Map, the project parcels are not located in a tsunami or seiche inundation area. Furthermore, the project parcels are located in a flat, densely developed urban area where mudflows or landslides are not considered hazards of concern.</p> <p><b>Source:</b> San Mateo County General Plan, Natural Hazards Map; Project Location.</p>					

<b>9. HYDROLOGY AND WATER QUALITY.</b> Would the project:					
		<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
9.a.	Violate any water quality standards or waste discharge requirements (consider water quality parameters such as temperature, dissolved oxygen, turbidity and other typical stormwater pollutants (e.g., heavy metals, pathogens, petroleum derivatives, synthetic organics, sediment, nutrients, oxygen-demanding substances, and trash))?				X

**Discussion:** The project does not introduce any new impervious surface areas to the project parcels. Therefore, the project would not violate any water quality standards or discharge requirements of the County's Drainage Policy or Municipal Regional Stormwater Permit as there will be no changes to the existing footprints of development or to any existing drainage patterns or facilities.

**Source:** Project Plans; County of San Mateo Drainage Policy; County of San Mateo Municipal Regional Stormwater Permit.

9.b.	Significantly deplete groundwater supplies or interfere significantly with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?				X
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**Discussion:** The project parcels are served by public water service from the California Water Service Company. The project proposes no changes to the existing developed parcels that would have any impact on groundwater.

**Source:** Project Plans; Project Location.

9.c.	Significantly alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner that would result in significant erosion or siltation on- or off-site?				X
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**Discussion:** The project proposes no alterations to the existing drainage pattern of the site or area as the existing project parcels are completely covered with impervious surface and no changes to the built site conditions are proposed.

**Source:** Project Plans.

9.d.	Significantly alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or significantly increase the rate or amount of surface runoff in a manner that would result in flooding on- or off-site?				X
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**Discussion:** See staff's discussion in Section 9.c. above.

**Source:** See referenced source in Section 9.c. above.

9.e.	Create or contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide significant additional sources of polluted runoff?				X
<p><b>Discussion:</b> The project proposes no changes to the existing development conditions of the site or to the existing drainage patterns.</p> <p><b>Source:</b> Project Plans.</p>					
9.f.	Significantly degrade surface or ground-water water quality?				X
<p><b>Discussion:</b> The project proposed no changes to existing drainage patterns on the project site or in the vicinity. Furthermore, the project will utilize existing development which will continue to be served by the California Water Service Company. Therefore, the project will not have any impact on groundwater water quality.</p> <p><b>Source:</b> Project Plans.</p>					
9.g.	Result in increased impervious surfaces and associated increased runoff?				X
<p><b>Discussion:</b> See staff's discussions in Section 9.a. and 9.c. above.</p> <p><b>Source:</b> See referenced sources in Section 9.a. and 9.c. above.</p>					

<b>10. LAND USE AND PLANNING.</b> Would the project:					
		<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
10.a.	Physically divide an established community?				X
<p><b>Discussion:</b> The project site is located along a row of developed parcels zoned light industrial where existing uses include office, research, warehouse, indoor sports, and student education and enrichment. Furthermore, the project proposes to utilize existing development, part of which is already being used as a school facility. Therefore, the project will not physically divide an established community.</p> <p><b>Source:</b> Project Plans; Project Location.</p>					

10.b. Conflict with any applicable land use plan, policy or regulation of an agency with jurisdiction over the project (including, but not limited to, the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?		X		
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**Discussion:** According to the North Fair Oaks (NFO) Community Plan, the land use designation for the project parcels is Industrial Mixed Use which allows a medium to high density of land uses, primarily focused on industrial uses while allowing a mix of secondary commercial, public, and institutional uses (such as schools/training and sports facilities). Zoning for the project parcels is Light Industrial/Edison/North Fair Oaks (M-1/Edison/NFO) which currently does not allow for primary or middle school uses. Since adoption of the NFO Community Plan in 2011, the County has been completing a phased rezoning of the community's neighborhoods in order to provide consistency between the more recent land use designations identified in the NFO Community Plan and the older zoning designations. The Edison Way corridor zoning update, which includes the project parcels, is expected to commence in 2018 and is expected to accommodate school uses. Until such time, the existing Synapse School facility is considered a non-conforming use<sup>3</sup> as it was permitted by the County to locate at its current location, 3375 Edison Way, in 2010 under a determination that the school use was compatible with the land uses allowed in the M-1/Edison/NFO Zoning District.

Pursuant to Chapter 4 of the County Zoning Regulations pertaining to Zoning Non-Conformities, the expansion of a non-conforming use is subject to a non-conforming use permit. In order to grant a non-conforming use permit, the applicable decision making body (i.e., Planning Commission) must make the finding that the establishment, maintenance and/or conducting of the use will not, under the circumstances of the particular case, result in a significant adverse impact to coastal resources, or be detrimental to the public welfare or injurious to property or improvements in said neighborhood. The proposed project includes the request for a non-conforming use permit. Therefore, no mitigation is required.

The project also includes the request for a reduction in off-street parking spaces as part of the non-conforming use permit. Based on the application of off-street parking standards stipulated in Chapter 3 of the County Zoning Regulations for the four buildings that will be used to accommodate the expanded school, the number of required off-street parking spaces is 144. The existing developed project parcels provide 127 off-street parking spaces, thereby generating a deficiency of 17 parking spaces. After implementation of the proposed project, the school will remain K-8, thus not generating any student demand for parking spaces. Furthermore, at full student capacity (260 students), the school expects to have a total staff of 58, including 47 full-time staff and 11 part-time staff. A Memorandum to the Traffic Impact Analysis, dated July 22, 2016 and prepared by Hexagon Transportation Consultants, Inc., estimated that approximately 10 staff members would participate in the school shuttle program, thus, potentially reducing staff's parking demand. Nonetheless, at full staff, a total of 58 of the 127 provided parking spaces would be filled; thus, leaving 69 parking spaces available on-site for visitors or other uses. Given that the school serves young children, K-8, parking demand temporarily increases during morning drop-off and afternoon pick-up. Otherwise, the school is not expected to generate much parking demand beyond staff and occasional visitors (including parents). Therefore, Synapse is proposing to use the parking area between the 3425 Edison and 3375 Edison buildings for outdoor activities after morning drop-off and before afternoon pick-up. In order to ensure that sufficient parking is provided to serve the school,

<sup>3</sup>A non-conforming use, pursuant to Section 6132(14) of the County of San Mateo Zoning Regulations, is defined as any legal land use that does not conform with the uses permitted by the zoning regulations currently in effect.

the following mitigation measures are proposed:

**Mitigation Measure 2:** All staff members who drive to the school shall be required to park in the school's on-site parking lot.

**Mitigation Measure 3:** All 127 on-site parking spaces shall be appropriately striped. Striping marks shall be maintained in a clear and visible manner so that they are easily recognizable to drivers.

**Source:** North Fair Oaks Community Plan; County of San Mateo Zoning Regulations and Map; County of San Mateo Permit Records; Memorandum to the Traffic Impact Analysis, prepared by Hexagon Transportation Consultants, Inc., dated July 22, 2016; Project Plans.

10.c. Conflict with any applicable habitat conservation plan or natural community conservation plan?				X
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**Discussion:** The project would not conflict with any habitat conservation plan or natural community conservation plan.

**Source:** California Department of Fish and Wildlife, Habitat Conservation Planning, California Regional Conservation Plans Map.

10.d. Result in the congregating of more than 50 people on a regular basis?		X		
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**Discussion:** The project will result in the congregation of more than 50 people on a regular basis during the school year (August through June) as the project is proposed to increase student enrollment to 260; current student enrollment is approximately 220. The land use designation for the project parcels is Industrial Mixed Use which allows a medium to high density of land uses, including institutional uses such as schools/training and sports facilities. The intensity of use for the K-8 school has the potential to generate parking and traffic impacts to the area. See staff's discussion in Section 10.b. and Section 16. which includes further discussion on the potential impacts and the recommended mitigation measures related to increased parking and traffic associated with the project.

**Source:** Project Plans; See referenced sources in Section 10.b. and Section 16.

10.e. Result in the introduction of activities not currently found within the community?				X
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**Discussion:** The project involves an expansion of the existing K-8 school facility located at 3375 Edison Way into the neighboring buildings at 3355, 3345, and 3425 Edison Way. Therefore, the project does not introduce activities not currently found within the community.

**Source:** Project Plans.

10.f. Serve to encourage off-site development of presently undeveloped areas or increase development intensity of already developed areas (examples include the introduction of new or expanded public utilities, new industry, commercial facilities or recreation activities)?				X
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**Discussion:** The project involves the expansion of an existing private K-8 school. The school is located in a densely urbanized community and serves a relatively small population of the overall regional area. The project includes converting existing buildings formerly used for storage, office, and child recreation into additional school facility uses. Thus, the project will not encourage off-site development of any undeveloped areas or increase development intensities of already developed areas.

**Source:** Project Location; Project Plans.

10.g. Create a significant new demand for housing?				X
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**Discussion:** The project would not create a significant new demand for housing as the project involves the expansion of a private K-8 school that serves a relatively small population of the overall existing regional area.

**Source:** Project Location; Project Plans.

**11. MINERAL RESOURCES.** Would the project:

	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
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11.a. Result in the loss of availability of a known mineral resource that would be of value to the region or the residents of the State?				X
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**Discussion:** The project parcel does not contain any known mineral resources, according to the Mineral Resources Map of the County's General Plan.

**Source:** San Mateo County General Plan, Mineral Resources Map.

11.b. Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?				X
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**Discussion:** See staff's discussion in Section 11.a. above.

**Source:** See referenced source in Section 11.a. above.

12. NOISE. Would the project result in:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
12.a. Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?			X	
<p><b>Discussion:</b> The project will generate short-term noise associated with construction-related activities; however, such noises will be temporary, where volume and hours are regulated by Section 4.88.360 (<i>Exemptions</i>) of the County Noise Ordinance.</p> <p>The County's Noise Ordinance prohibits the generation of exterior noise levels at receiving residences from exceeding 55 dBA in any cumulative 30-minute period of any daytime hour (7:00 a.m. to 10:00 p.m.) to 70 dBA in any 1-minute period of any daytime hour. Additionally, the project parcels are located in a designated Noise Impact Area, defined as those areas experiencing noise levels of 60 Community Noise Equivalent Level (CNEL) or greater, according to the County of San Mateo General Plan, Community Noise Map.</p> <p>The majority of school activities will continue to be conducted indoors and therefore, not result in noise levels in excess of any established noise standards. The school does provide on-site outdoor recreational areas; however, such existing areas are located at the rear of the project site, adjacent to the railroad tracks, or within the confines of areas gated from the Edison Way roadway and residential properties on the opposite side of Edison Way. Existing outdoor recreation areas will continue to be utilized; however, given the nature of the school use and schedule, outdoor activities that could generate increased noise levels in the area would be limited to short periods of time during weekday daytime hours when residents are typically at work. Additionally, the adjacent Southern Pacific Railroad tracks (to the north) and Edison Way (to the south) provide buffers to the residential neighborhoods beyond, while institutional/industrial land uses are located on the adjacent east and west sides of the project parcels. Therefore, the project is not expected to generate noise or expose persons to noise in excess of any established standards.</p> <p><b>Source:</b> County of San Mateo General Plan, Community Noise Map; County of San Mateo Noise Ordinance; Project Plans.</p>				
12.b. Exposure of persons to or generation of excessive ground-borne vibration or ground-borne noise levels?			X	
<p><b>Discussion:</b> Exterior construction work associated with the implementation of the project will be limited as the project proposes to utilize existing buildings and site improvements. However, construction activities may generate ground-borne vibration or noise levels, but any such vibration or levels would be temporary and localized to the project site so as to not result in a significant impact to persons or the area.</p> <p><b>Source:</b> Project Plans.</p>				

12.c. A significant permanent increase in ambient noise levels in the project vicinity above levels existing without the project?			X	
<p><b>Discussion:</b> The project is not expected to cause a significant permanent increase in ambient noise levels in the area as a majority of the school activities occurs indoors and the project proposes a minimal increase in student capacity (40 students) from the school's current enrollment capacity. Furthermore, see staff's discussion in Section 12.a. above.</p> <p><b>Source:</b> Project Plans; See referenced sources in Section 12.a. above.</p>				
12.d. A significant temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?			X	
<p><b>Discussion:</b> Throughout the duration of construction, a temporary increase in ambient noise levels associated with an active construction site would be generated. However, such noise levels would be limited to construction hours and level standards regulated by the County's Noise Ordinance for construction. Therefore, any temporary increases will be less than significant.</p> <p><b>Source:</b> County of San Mateo Noise Ordinance.</p>				
12.e. For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, exposure to people residing or working in the project area to excessive noise levels?				X
<p><b>Discussion:</b> The project is not located within an area regulated by an airport land use plan or within 2 miles of a public airport.</p> <p><b>Source:</b> Project Location.</p>				
12.f. For a project within the vicinity of a private airstrip, exposure to people residing or working in the project area to excessive noise levels?				X
<p><b>Discussion:</b> The project is not located within the vicinity of any known private airstrip.</p> <p><b>Source:</b> Project Location.</p>				



13. POPULATION AND HOUSING. Would the project:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
13.a. Induce significant population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?				X
<p><b>Discussion:</b> The project involves the expansion of an existing private K-8 school. The school is located in a densely urbanized community, will utilize existing development, and serves a relatively small population of the overall regional area. Current student enrollment is 220 students and the project proposes to increase enrollment to 260 students. Thus, the project will not induce significant population growth.</p> <p><b>Source:</b> Project Plans.</p>				
13.b. Displace existing housing ( <b>including low- or moderate-income housing</b> ), in an area that is substantially deficient in housing, necessitating the construction of replacement housing elsewhere?				X
<p><b>Discussion:</b> The project proposes to utilize existing office/industrial developed parcels to accommodate the expansion of an existing K-8 private school. Therefore, no housing will be displaced by the project.</p> <p><b>Source:</b> Project Location; Project Plans.</p>				

14. PUBLIC SERVICES. Would the project result in significant adverse physical impacts associated with the provision of new or physically altered government facilities, the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
14.a. Fire protection?				X
14.b. Police protection?				X
14.c. Schools?				X
14.d. Parks?				X

14.e. Other public facilities or utilities (e.g., hospitals, or electrical/natural gas supply systems)?				X
<p><b>Discussion:</b> The project proposes to expand an existing K-8 private school into existing neighboring buildings and will not involve any new or physically altered government facilities or increase the need for new or physically altered government facilities.</p> <p><b>Source:</b> Project Plans.</p>				

15. RECREATION. Would the project:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
15.a. Increase the use of existing neighborhood or regional parks or other recreational facilities such that significant physical deterioration of the facility would occur or be accelerated?				X
<p><b>Discussion:</b> The project will provide on-site (indoor and outdoor) recreational areas for students and therefore will not result in an increase in use of any neighborhood or regional parks or other recreational facilities that could cause significant deterioration of the facility.</p> <p><b>Source:</b> Project Plans.</p>				
15.b. Include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?				X
<p><b>Discussion:</b> The project does not involve recreational facilities beyond what will be provided on-site for students. Any provided on-site recreational facilities will utilize existing development.</p> <p><b>Source:</b> Project Plans.</p>				

16. TRANSPORTATION/TRAFFIC. Would the project:				
	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
16.a. Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including, but not limited to, intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?		X		

**Discussion:** A Traffic Impact Analysis (TIA) for the project has been prepared to comply with transportation requirements of the County of San Mateo, Redwood City, Town of Atherton, City of Menlo Park, and the California Department of Transportation (Caltrans), as key intersections of study for the project included intersections within these jurisdictions. Of 26 key intersections studied, 4 will be significantly impacted by project-related traffic due to increased vehicle delay. These impacted intersections and the recommended mitigation measures to reduce the impacts to a less than significant level are discussed in Section 16.d. One additional intersection, Middlefield Road and Woodside Road (State Route 84), is part of the San Mateo County Congestion Management Program (CMP) network; however, the project will not have any impact to the level of service of this intersection, as described in Section 16.b. Furthermore, the project will not add more than 100 peak hour vehicle trips to the CMP network.

The TIA also analyzes queuing at 5 key intersections in the area, as identified in Section 16.d. below. With the exception of the Bay Road/Woodside Road intersection, the turn pockets were determined to be adequate to accommodate the estimated maximum queues under existing, background, and cumulative conditions. Queuing impacts to the Bay Road/Woodside Road intersection were determined to be minimal as the project trips would increase the queue by less than one vehicle. See Section 16.d. for further discussion and the recommended mitigation measures that will reduce project-related traffic impacts to a less than significant level.

**Source:** Final San Mateo County Congestion Management Program, 2015, City/County Association of Governments of San Mateo County; Final Traffic Impact Analysis for Synapse School Expansion Project, prepared by Hexagon Transportation Consultants, Inc., dated January 19, 2016; Memorandum to the Traffic Impact Analysis, prepared by Hexagon Transportation Consultants, Inc., dated July 22, 2016.

16.b. Conflict with an applicable congestion management program, including, but not limited to, level of service standards and travel demand measures, or other standards established by the County congestion management agency for designated roads or highways?				X
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**Discussion:** The project is estimated to add fewer than 100 peak hour vehicle trips to the San Mateo County Congestion Management Program's (CMP) network. Furthermore, the project is not identified to have any impacts to the level of service standards or travel demand measures of Middlefield Road and Woodside Road (State Route 84), which is the only identified key intersection for the project that is included in the CMP network.

**Source:** Final San Mateo County Congestion Management Program, 2015, City/County Association of Governments of San Mateo County; Final Traffic Impact Analysis for Synapse School Expansion Project, prepared by Hexagon Transportation Consultants, Inc., dated January 19, 2016.

16.c. Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in significant safety risks?				X
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**Discussion:** The project will not have any impacts on air traffic patterns as the expansion of the school will utilize existing development and does not involve air traffic.

**Source:** Project Plans.

16.d. Significantly increase hazards to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?		X		
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**Discussion:** The Traffic Impact Analysis (TIA), prepared by Hexagon Transportation Consultants, Inc. (Hexagon), for the project provides analysis on intersection level of service impacts and queuing impacts that would be generated by the project, which have the potential to increase roadway hazards. The following summarizes the conclusions from the TIA and identifies the recommended mitigation measures to reduce any significant impacts to a less than significant level.

INTERSECTION LEVEL OF SERVICE IMPACTS

Hexagon studied 26 intersections in the North Fair Oaks Community to determine intersection level of service impacts under cumulative plus project conditions. Of the 26 studied intersections, 4 are determined to be significantly impacted due to an increase in vehicle delay. Below identifies the 4 impacted intersections and the recommended mitigation measures to reduce the impacts to a less than significant level.

Edison Way and 5th Avenue

Based on a Memorandum from Hexagon, dated July 22, 2016, Synapse School proposes to reduce impacts to the Edison Way and 5th Avenue intersection by the implementation of a school shuttle program to reduce vehicle trips generated by the school. The shuttle program is available for both students and staff for morning drop-offs and afternoon pick-ups. The shuttle program, along with carpooling, would reduce vehicle trips generated by the increased student capacity and mitigate the impact at the Edison Way and 5th Avenue intersection to a less than significant level provided AM

peak hour trips do not exceed 275 trips. Therefore, the following mitigation measure is recommended to ensure that the project does not exceed 275 AM peak hour trips:

**Mitigation Measure 4:** Normal operation of the school shall not exceed 275 morning peak hour trips. The morning peak hour is defined as the highest one-hour period between 7:00 a.m. - 9:00 a.m. during which the maximum traffic generated by the school occurs.

The applicant shall retain a third-party traffic consultant to count the trip generation of the school, which would include counting the school driveways plus counting any school-related traffic that is dropping off students along Edison Way or any of its cross-streets. The third-party consultant will conduct the counts over three (3) weekdays (a Tuesday, Wednesday, and/or Thursday) in October and March of each school year, excluding scheduled school holidays. The trip count shall be the average of the three weekday counts. Concurrent with the trip counts, the third-party traffic consultant shall conduct a queuing analysis for on-street queuing due to driveway back-up at the designated on-site pick-up/drop-off points for the school. The data from the traffic counts shall be submitted to the County of San Mateo Public Works Roadway Traffic Services Division and the Current Planning Section of the County of San Mateo Planning and Building Department in a report for review and acceptance. The County may also choose to conduct its own monitoring if desired.

If the monitoring shows that the trip cap is exceeded, then the applicant shall have 30 days to prepare and submit a Transportation Demand Management (TDM) Program that incorporates measures to reduce the number of trips below the trip cap, and shall have an additional 30 days to implement the TDM Program in order to bring the site into compliance with the trip cap. Measures included in the TDM Program may include, but shall not be limited to, staggering start times, adding shuttle buses, initiating a carpooling program, and offering staff incentives to take alternative transportation. A subsequent monitoring will be conducted by the County 30 days following implementation of the TDM Program. If the subsequent monitoring indicates that the site still exceeds the trip cap, then the applicant may need to resort to reducing student enrollment accordingly to bring the site into compliance with the trip cap. Non-compliance evidenced by the subsequent monitoring may also result in review of the use permit by the Planning Commission.

**Mitigation Measure 5:** The applicant shall provide, upon request by the County, shuttle bus logs for all shuttle buses serving the school. The shuttle logs shall show the number of students dropped off at the school site each day.

**Mitigation Measure 6:** The maximum student enrollment shall not exceed 260 students. The applicant shall submit an annual report stating the total number of students and staff attending or working at the school prior to the beginning of each school year. Any increase in student enrollment beyond 260 students shall require an amendment to the Non-Conforming Use Permit and shall require an updated Traffic Impact Analysis.

*Fair Oaks Avenue and Marsh Road*

In order to reduce the project impacts at the Fair Oaks Avenue and Marsh Road intersection to a less than significant level, which requires improving the level of service at this intersection to a Level of Service (LOS) C, the following mitigation measure is recommended:

**Mitigation Measure 7:** The applicant shall install a left-turn refuge lane on Marsh Road, within the current roadway width, to improve the intersection operation.

*Middlefield Road and 5th Avenue and Middlefield Road and 2nd Avenue*

In order to reduce the project impacts at the Middlefield Road and 5th Avenue intersection and Middlefield Road and 2nd Avenue intersection to a less than significant level, which requires improving the average and worst movement delays at these intersection to a less than 4-second increase from no-project conditions, the following mitigation measure is recommended:

**Mitigation Measure 8:** The school shall stagger the start and end times by one hour with

85 students starting one hour earlier during the 7:00 a.m. - 8:00 a.m. hour and ending during the 2:00 p.m. - 3:00 p.m. hour to reduce AM peak-hour trips.

**VEHICLE QUEUING IMPACTS**

Hexagon analyzed vehicle queuing at five intersections to determine whether the project would significantly increase vehicle queues beyond the capacity of the turn pockets at the following intersections:

1. El Camino Real (State Route 82) and 5th Avenue
2. Bay Road and Woodside Road (State Route 84)
3. Middlefield Road and Woodside Road (State Route 84)
4. US 101 northbound off-ramp and Marsh Road
5. US 101 southbound *off-ramp and Marsh Road*

With the exception of the Bay Road/Woodside Road intersection, the turn pockets were determined to be adequate to accommodate the estimated maximum queues under existing, background, and cumulative conditions.

The queuing analysis found that the southbound left-turn queue at the Bay Road/Woodside Road intersection would exceed the vehicle storage capacity during the AM peak hour under cumulative no-project conditions. However, the project trips would only increase the queue by less than one vehicle. Therefore, the project would result in a minimal increase in vehicle queuing impacts at the Bay Road/Woodside Road intersection. To monitor queuing associated with the proposed project over the long-term, Mitigation Measure 4, above, requires that an annual queuing analysis be submitted to the County for review and acceptance.

Additionally, in order to ensure that vehicle queuing on-site is minimized during drop-off and pick-up, the following mitigation measure is recommended:

**Mitigation Measure 9:** The school shall provide designated staff or parents to assist in the on-site management of drop-off and pick-up operations.

**Source:** Final Traffic Impact Analysis for Synapse School Expansion Project, prepared by Hexagon Transportation Consultants, Inc., dated January 19, 2016; Memorandum to the Traffic Impact Analysis, prepared by Hexagon Transportation Consultants, Inc., dated July 22, 2016.

16.e. Result in inadequate emergency access?				X
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**Discussion:** The project does not propose any changes to existing access onto the project parcels for emergency services. Furthermore, the Menlo Park Fire Protection District has reviewed the project and provided conditional approval.

**Source:** Project Plans; Menlo Park Fire Protection District.

16.f.	Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?				X
<p><b>Discussion:</b> The project does not require or propose any new, or existing, public transit, bicycle, or pedestrian facilities. Given that the project will utilize existing development, and includes continued use and potential expansion of a private shuttle program for students and staff, the project will not conflict with any adopted policies or decrease the performance or safety of any facilities.</p> <p><b>Source:</b> Project Plans.</p>					
16.g.	Cause noticeable increase in pedestrian traffic or a change in pedestrian patterns?			X	
<p><b>Discussion:</b> The project proposes an incremental increase in student population with the expansion of facilities. Current enrollment at the school is 220, where the maximum enrollment under the proposed project will be 260. While it is expected that any local students, or staff, may walk to the school, any change in pedestrian traffic would be minimal.</p> <p><b>Source:</b> Project Plans.</p>					
16.h.	Result in inadequate parking capacity?		X		
<p><b>Discussion:</b> See staff's discussion in Section 10.b. above.</p> <p><b>Source:</b> See referenced sources in Section 10.b. above.</p>					

<b>17. UTILITIES AND SERVICE SYSTEMS.</b> Would the project:					
		<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
17.a.	Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?				X
<p><b>Discussion:</b> The project parcels are served by the Fair Oaks Sewer Maintenance District, which is managed and regulated by the County of San Mateo Department of Public Works (DPW). Thus, wastewater treatment for the project parcels are not regulated by the Regional Water Quality Control Board. Furthermore, the Fair Oaks Sewer Maintenance District has provided conditional approval of the project.</p> <p><b>Source:</b> Project Location; County Department of Public Works, Fair Oaks Sewer Maintenance District.</p>					

17.b. Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?			X	
<p><b>Discussion:</b> The project parcels will continue to be served by the Fair Oaks Sewer Maintenance District (via the County of San Mateo Department of Public Works) and the California Water Service Company, both of which have provided (conditional) approval of the project. While the County Department of Public Works has indicated that the existing downstream sewer mains must be evaluated to determine if there is sufficient capacity to accommodate any additional sewage demand for the proposed project, such evaluation would be required at the building permit stage, and there is no expectation that any potential upgrades to the sewer district's facilities would result in any significant environmental effects given that the service district area consists of a densely urbanized community.</p> <p><b>Source:</b> Project Plans; California Water Service Company; County Department of Public Works, Fair Oaks Sewer Maintenance District.</p>				
17.c. Require or result in the construction of new stormwater drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?				X
<p><b>Discussion:</b> See staff's discussion in Section 9.a. above.</p> <p><b>Source:</b> See referenced sources in Section 9.a. above.</p>				
17.d. Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?				X
<p><b>Discussion:</b> The project parcels will continue to be served by the California Water Service Company, who has provided approval of the project with no conditions.</p> <p><b>Source:</b> Project Plans; California Water Service Company.</p>				
17.e. Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?			X	
<p><b>Discussion:</b> See staff's discussion in Section 17.b. above.</p> <p><b>Source:</b> See referenced sources in Section 17.b. above.</p>				



17.f. Be served by a landfill with insufficient permitted capacity to accommodate the project's solid waste disposal needs?			X	
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**Discussion:** The County of San Mateo has contracted with Recology to provide solid waste service for the North Fair Oaks area, which includes the project parcels. The County's contract with Recology runs through 2020. Recology transfers solid waste pick-up to Shoreway Recycling and Disposal Center. Shoreway Recycling and Disposal Center then distributes the waste materials as applicable, including recycling of qualified materials when feasible and transferring unrecyclable materials to the Ox Mountain Landfill. While the project may result in an increase in solid waste disposal, any such increase will be minimal given the incremental increase in students from the school's current operating capacity. Therefore, the project will not result in a significant increase in solid waste.

**Source:** Recology San Mateo County; Project Plans.

17.g. Comply with Federal, State, and local statutes and regulations related to solid waste?				X
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**Discussion:** The California Integrated Waste Management Act directs local agencies to divert the amount of solid waste that is being disposed of into landfills by maximizing the use of feasible source reduction, recycling, and composting. As discussed in Section 17.f. above, Shoreway Recycling and Disposal Center transports recyclable materials to specialized processing facilities with residual waste being transferred to the Ox Mountain Landfill. Shoreway Recycling and Disposal Center's function in the solid waste disposal process for the North Fair Oaks area, which includes the project parcels, increases efforts for recycling and helps to decrease the amount of solid waste that is being diverted to the landfill.

**Source:** California Integrated Waste Management Act of 1989.

17.h. Be sited, oriented, and/or designed to minimize energy consumption, including transportation energy; incorporate water conservation and solid waste reduction measures; and incorporate solar or other alternative energy sources?				X
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**Discussion:** The project will utilize existing buildings to accommodate an expansion of the Synapse School. While minimal exterior improvements are needed, interior renovation of the buildings will be necessary to change their former use as storage, office, and child recreation to school-related use. As such, any proposed renovation work will be required to comply with mandatory requirements under the California Green Building Standards Code as well as with California Energy Codes.

**Source:** Project Plans.

17.i. Generate any demands that will cause a public facility or utility to reach or exceed its capacity?		X		
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**Discussion:** The project parcels will continue to be served by municipal water and sewer. The project has been reviewed by the California Water Service Company and the Fair Oaks Sewer Maintenance District, who have provided (conditional) approvals. In addition, while the project will generate additional traffic, a traffic impact analysis prepared by Hexagon Transportation Consultants, Inc. has concluded that any increases in traffic can be mitigated to a less than significant level, subject to recommended Mitigation Measures 4-8. See Section 16. above. Furthermore, the County Department of Public Works has reviewed and conditionally approved the traffic impact analysis and recommended mitigation measures.

**Source:** Project Location; See referenced sources in Section 16. above.

**18. MANDATORY FINDINGS OF SIGNIFICANCE.**

	<i>Potentially Significant Impacts</i>	<i>Significant Unless Mitigated</i>	<i>Less Than Significant Impact</i>	<i>No Impact</i>
18.a. Does the project have the potential to degrade the quality of the environment, significantly reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?		X		

**Discussion:** As discussed in Section 4., the project will not result in any biological impacts as the project site is in a light industrial zoned district of the densely developed urban community of North Fair Oaks. The project parcels are surrounded by light industrial and residential development and the project proposes to utilize the existing built conditions of the project parcels. The project does have the potential to result in significant traffic impacts according to a Traffic Impact Analysis prepared for the project; however, Mitigation Measures 4-8 are recommended to reduce such impacts to a less than significant level, as discussed in Section 16.

**Source:** Subject Document.

18.b. Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)			X	
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**Discussion:** The project proposes to expand an existing private K-8 school in an urban community that has been designated to support medium to high density land uses including industrial, commercial, and institutional uses. The project will utilize past development on the project site and propose an incremental increase in school population. While the project will not generate any significant increase in demand on public services, the project has the potential to generate significant traffic impacts in a community that lacks adequate circulation and parking facilities. However, a Traffic Impact Analysis for the project, which considers cumulative plus project conditions, identifies that the traffic impacts generated from the project can be reduced to a less than significant level with proper mitigation. Therefore, Mitigation Measures 2-9 are recommended to minimize traffic and parking-related impacts associated with the project to a less than significant level.

**Source:** Subject Document.

18.c. Does the project have environmental effects which will cause significant adverse effects on human beings, either directly or indirectly?		X		
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**Discussion:** As identified through this document, the project could result in environmental impacts that could both directly and indirectly cause impacts on human beings, including temporary air quality impacts and traffic and parking impacts; see Sections 3., 8., 10., 16., and 17. However, the implementation of the recommended mitigation measures included in this document will adequately reduce any potential impacts to a less than significant level.

**Source:** Subject Document.

**RESPONSIBLE AGENCIES.** Check what agency has permit authority or other approval for the project.

AGENCY	YES	NO	TYPE OF APPROVAL
U.S. Army Corps of Engineers (CE)		X	
State Water Resources Control Board		X	
Regional Water Quality Control Board		X	
State Department of Public Health		X	

AGENCY	YES	NO	TYPE OF APPROVAL
San Francisco Bay Conservation and Development Commission (BCDC)		X	
U.S. Environmental Protection Agency (EPA)		X	
County Airport Land Use Commission (ALUC)		X	
CalTrans		X	
Bay Area Air Quality Management District		X	
U.S. Fish and Wildlife Service		X	
Coastal Commission		X	
City		X	
Sewer/Water District:		X	
Other:		X	

<b><u>MITIGATION MEASURES</u></b>		
	<u>Yes</u>	<u>No</u>
Mitigation measures have been proposed in project application.	X	
Other mitigation measures are needed.	X	
<p>The following measures are included in the project plans or proposals pursuant to Section 15070(b)(1) of the State CEQA Guidelines:</p> <p><b><u>Mitigation Measure 1:</u></b> Pursuant to the Bay Area Air Quality Management District's CEQA Guidelines (May 2011), the following Air Quality Best Management Practices shall be implemented throughout the duration of construction-related activities on the project site:</p> <ol style="list-style-type: none"> <li>Idling times shall be minimized either by shutting equipment or vehicles off when not in use or reducing the maximum idling time to 5 minutes (as required by the California Airborne Toxics Control Measure Title 13, Section 2485, of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.</li> <li>All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications.</li> <li>Minimize the idling time of diesel powered construction equipment to two minutes.</li> </ol> <p><b><u>Mitigation Measure 2:</u></b> All staff members who drive to the school shall be required to park in the school's on-site parking lot.</p> <p><b><u>Mitigation Measure 3:</u></b> All 127 on-site parking spaces shall be appropriately striped. Striping marks shall be maintained in a clear and visible manner so that they are easily recognizable to drivers.</p> <p><b><u>Mitigation Measure 4:</u></b> Normal operation of the school shall not exceed 275 morning peak hour trips. The morning peak hour is defined as the highest one-hour period between 7:00 a.m. -</p>		

9:00 a.m. during which the maximum traffic generated by the school occurs.

The applicant shall retain a third-party traffic consultant to count the trip generation of the school, which would include counting the school driveways plus counting any school-related traffic that is dropping off students along Edison Way or any of its cross-streets. The third-party consultant will conduct the counts over three (3) weekdays (a Tuesday, Wednesday, and/or Thursday) in October and March of each school year, excluding scheduled school holidays. The trip count shall be the average of the three weekday counts. Concurrent with the trip counts, the third-party traffic consultant shall conduct a queuing analysis for on-street queuing due to driveway back-up at the designated on-site pick-up/drop-off points for the school. The data from the traffic counts shall be submitted to the County of San Mateo Public Works Roadway Traffic Services Division and the Current Planning Section of the County of San Mateo Planning and Building Department in a report for review and acceptance. The County may also choose to conduct its own monitoring if desired.

If the monitoring shows that the trip cap is exceeded, then the applicant shall have 30 days to prepare and submit a Transportation Demand Management (TDM) Program that incorporates measures to reduce the number of trips below the trip cap, and shall have an additional 30 days to implement the TDM Program in order to bring the site into compliance with the trip cap. Measures included in the TDM Program may include, but shall not be limited to, staggering start times, adding shuttle buses, initiating a carpooling program, and offering staff incentives to take alternative transportation. A subsequent monitoring will be conducted by the County 30 days following implementation of the TDM Program. If the subsequent monitoring indicates that the site still exceeds the trip cap, then the applicant may need to resort to reducing student enrollment accordingly to bring the site into compliance with the trip cap. Non-compliance evidenced by the subsequent monitoring may also result in review of the use permit by the Planning Commission.

**Mitigation Measure 5:** The applicant shall provide, upon request by the County, shuttle bus logs for all shuttle buses serving the school. The shuttle logs shall show the number of students dropped off at the school site each day.

**Mitigation Measure 6:** The maximum student enrollment shall not exceed 260 students. The applicant shall submit an annual report stating the total number of students and staff attending or working at the school prior to the beginning of each school year. Any increase in student enrollment beyond 260 students shall require an amendment to the Non-Conforming Use Permit and shall require an updated Traffic Impact Analysis.

**Mitigation Measure 7:** The applicant shall install a left-turn refuge lane on Marsh Road, within the current roadway width, to improve the intersection operation.

**Mitigation Measure 8:** The school shall stagger the start and end times by one hour with 85 students starting one hour earlier during the 7:00 a.m. - 8:00 a.m. hour and ending during the 2:00 p.m. - 3:00 p.m. hour to reduce AM peak-hour trips.

**Mitigation Measure 9:** The school shall provide designated staff or parents to assist in the on-site management of drop-off and pick-up operations.

**DETERMINATION** (to be completed by the Lead Agency).

On the basis of this initial evaluation:

I find the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared by the Planning Department.

I find that although the proposed project could have a significant effect on the environment, there WILL NOT be a significant effect in this case because of the mitigation measures in the discussion have been included as part of the proposed project. A NEGATIVE DECLARATION will be prepared.

X

I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

  
\_\_\_\_\_  
(Signature)

3/30/17  
\_\_\_\_\_  
Date

Project Planner  
\_\_\_\_\_  
(Title)

**ATTACHMENTS:**

- A. Vicinity Map/Project Location
- B. Site Plan
- C. Floor Plan, 3425 Edison Way
- D. Floor Plan, 3375 Edison Way
- E. Elevation Plans, 3375 Edison Way (exterior changes proposed)
- F. Floor Plan, 3355 Edison Way
- G. Floor Plan, 3345 Edison Way
- H. Final Traffic Impact Analysis for Synapse School Expansion, prepared by Hexagon Transportation Consultants, Inc., dated January 19, 2016 (*available at the County of San Mateo Planning and Building Department*)
- I. Memorandum for Alternative Mitigation for Synapse School Expansion, prepared by Hexagon Transportation Consultants, Inc., dated July 22, 2016 (*available at the County of San Mateo Planning and Building Department*)

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Initial Study Checklist 10.17.2013.docx

## **ATTACHMENT E**

Traffic Study

Prepared by Hexagon Transportation Consultants, Inc.

April 24, 2017

*Available upon Request to the Current Planning Section*